

## SHANNON MANNING

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### EXPERIENCE

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<b>Little Commie LLC dba Sparkle Television</b> New York 2002 – Present	Owner of theatrical and media production company for broadcast and live events. Artist management. Publisher and editor of <i>Pipe Up!</i> Magazine and web designer and online publisher of <i>Pathetic Geek Stories</i> (formerly ran in <i>The Onion</i> ).
<b>Jazz Workshop, Inc.</b> New York 1996 – Present	Assistant to widow of jazz composer Charles Mingus. Researched and wrote liner notes, grant proposals, and press releases. Coordinated Mingus Big Band recordings, tours, and weekly concerts. Managed publishing projects and licensing. Created and maintained Mingus website (version used 1997-2005). Video editing.
<b>Magnet Theater</b> New York 2004 – 2006	Founder of 60-seat theater and improv comedy school. Led all startup tasks, including location search, space build-out, business development and licensing, organization of school, management of theater and bar, staffing, and promotion including website, advertising, and press. Produced, directed, hosted, and performed in music and comedy shows, fundraisers, and special events.
<b>Litton Entertainment</b> New York 2003 – 2005	Production coordinator for syndicated television news program <i>Simple Solutions with Jill Cordes</i> and Kraft Foods commercial spots. Responsible for locations, crew & talent booking, props, and script development and coordination.
<b>Hollinger International Inc.</b> New York 1999 – 2003	Corporate Cash Manager for publicly traded media publisher. Treasury duties included analysis, budgeting, forecasting, funding for cash needs of parent and subsidiaries, making investment decisions, managing debt repayment schedule, and assisting in legal, financial, and administrative tasks for multi-million dollar asset purchases and debt restructurings. Investor relations functions included maintaining investor database, issuing press releases, website updates, and Annual Report production. Management of personnel, technology, and head office bookkeeping.
<b>Amasis</b> Chicago 1995 – 2001	Owner of Web publishing company, one of the first in Chicago. Clients included Mitsubishi DiamondVision, Orion Home Video, and cultural sites for independent artists and organizations.
<b>Animation Station, Ltd.</b> Chicago 1987 – 1994	Freelance computer graphics designer and production manager. Wrote scripts and created storyboards for corporate and broadcast video animation. Co-produced state-of-the-art and award-winning Chicago Bulls scoreboard animation (version used 1994-1997). Other clients included Motorola, Allstate, Ameritech, Abbott Labs, Arthur Andersen, Waste Management, Price Waterhouse Coopers, FDIC, McDonald's, Museum of Science & Industry, People's Gas, Quaker Oats, Rand McNally, United Airlines, Chicago Blackhawks, Chicago White Sox, the Nuclear Regulatory Commission, and others.
<b>WxStation, Inc.</b> Chicago 1992 – 1995	Owner of a news and weather graphics design and training firm. Clients included WBIR-TV Knoxville, Fox News Chicago, KTVI-TV St. Louis, and WLS-TV, Eyewitness News, Chicago.
<b>CBS News</b> Chicago 1990 – 1991	Desk assistant intern. Researched, wrote, and coordinated news segments for Chicago bureau of network news.
<b>WLS-TV, Eyewitness News</b> Chicago 1988 – 1991	Weather segment producer. Programmed workstations, designed daily weather presentations and special programs, and trained staff artists and meteorologists.
<b>Telaction</b> Schaumburg, IL 1986 – 1988	Computer graphics production for experimental interactive television shopping service pioneered by JC Penney.

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### EDUCATION

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1986 - 1987 The School of the Art Institute of Chicago, video & photography  
1987 - 1991 The University of Chicago, BA in History, Dean's List  
1995 - 1996 The University of Illinois at Chicago, MA Theater program, graduate teaching assistant  
1994 - 2005 Second City, ImprovOlympic, Upright Citizens Brigade, and Magnet Theater, improv theater and sketch writing

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### SKILLS

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Macintosh, Windows, and UNIX systems. Hyperion accounting system  
Web design and video editing (HTML, Dreamweaver, Final Cut Pro)  
Software: MS Office (including Excel, Word, PowerPoint), Quark, Photoshop, FileMaker Pro, Quickbooks  
Other: Spanish & French fluency, acting, writing, filmmaking

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