

Kimberly Holbrook

Marion, MA | kimholbrook7@gmail.com | [LinkedIn](#) | [Portfolio](#) | [IMDB](#)

Executive Summary

Executive producer and post-production leader with 25+ years of experience managing high-volume, deadline-driven content workflows across live events, branded media and documentaries. Proven record leading cross-functional teams, building efficient production systems, and delivering high-quality content from concept through final delivery. Known for operational rigor, strong partner relationships, and the ability to align creative intent, technical execution, and client priorities at scale.

Core Skills

Post-Production Leadership | Cross-Functional Project Management | Delivery & Scheduling | Production Technology | Strategy | Workflow Design | Team Leadership | Client & Stakeholder Management | Process Improvement | QC / Troubleshooting | Editorial Oversight | Specialized Vendor Coordination | Budget Management

Professional Experience

SEEWORTHY PRODUCTIONS — Marion, MA

Self-Employed Executive Producer, Editor | 2020–Present

- Leads post-production for virtual and live event content from concept through delivery.
- Produce and edit industrial films and event content while managing schedules, client expectations, and final delivery.
- Partner with clients to shape creative direction, production workflows, and approval timelines across complex projects.
- Oversee shoot production and post-production coordination in multiple countries in a fast-moving freelance environment.

RÉCH — Marion, MA

Co-Founder, U.S. Division, Director of Projects | 2021–2023

- Led business development, strategy, client relationships, and production execution for the U.S. division.
- Directed projects from planning through delivery while supporting growth in a new market.
- Coordinated cross-functional workstreams and maintained alignment between business goals, creative execution, and delivery milestones.

KALEIDOSCOPE PRODUCTIONS — New York, NY

Executive Producer / Director of Post-Production / Editor, Director | 2004–2020

- Directed post-production on projects ranging from \$10K to \$10M+, balancing creative direction, technical execution, and delivery timelines.
- Led teams of 20+ producers, editors, colorists, composers, VO artists, writers, audio designers, motion graphics designers, VFX artists, subtitling specialists, multilingual consultants, and art directors.
- Collaborated with creative leadership to define post-production strategy, including team structure, schedule, budget, and delivery plan.
- Built post-production processes covering hiring, team assignment, hardware/software selection, purchasing, troubleshooting, and budget management.
- Produced content for multimillion-dollar live events, including keynote speeches, trade shows, CES, auto shows, concerts, award shows, employee events, and sales meetings.
- Built an in-house post-production department that improved ROI, flexibility, quality, and competitiveness.
- Post-produced content across talking head, documentary, live action, animation, CGI, and other required formats.
- Managed companywide technology, including servers, hardware/software procurement, network security, troubleshooting, maintenance, and Sarbanes-Oxley compliance.
- Maintained strong relationships with clients, agencies, vendors, and internal teams while managing changing scopes, budgets, and schedules.
- Creative and physically directed high-end vehicle product shoots in Los Angeles and Japan.

Producer, Post-Production Manager, Editor | 2006–2010

- Produced content for client meetings and product launches.
- Supervised creative teams, managed scheduling and vendor coordination, edited videos in multiple formats, and oversaw post-production and in-house technology.
- Handled in-house technology troubleshooting and maintenance.

Asset Manager | 2004–2006

- Managed asset coordination and expanded into in-house technology support, associate producing, and assistant editing.

Selected Credits

- Assistant Editor, *God Grew Tired of Us* — Sundance Film Festival Grand Jury Prize and Audience Award; Telluride Mountain Festival Special Jury Prize.
- Online Editor, *About Face: Supermodels Then and Now* — HBO Documentary Films.

Education

Bachelor of Arts, Communication, magna cum laude — SDCC, El Cajon, CA

Interior Design, 1989–1990 — Wentworth Institute of Technology, Boston, MA