Moira Begale

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Experience

Executive Producer
On-Cue, Chicago — 2022 – Present

- Oversees and supports full production lifecycle for customer's live events – including establishing production schedules, financials and conferring with entire production team.
- Participates in the development of the organization's plans, processes, programs and manages overall administrative activities.
- Organizes and maintains company's Customer Relationship Manager system for existing and prospective clients.

Producer/Casting Director/Director of Sales
On-Cue (formerly Dave, Co.), Chicago — 2018 – 2022

- Produced industrial videos with clients such as Huron, Synergy and Volvo. From crew selection to casting, location scouting and art department…you name it. I collaborated directly with On-Cue's writers, production companies, and their clients to exceed expectations of their industrial videos.
- Facilitated and produced countless live corporate meetings for clients such as Wells Fargo, AORN and Ortho Clinical Diagnostics. From general sessions, tradeshows, and breakout rooms, I coordinated each area of production to ensure clear communication among all departments and to create a memorable experience. This also included implementation of industrial videos in the live event.
- Spearheaded all creative activity and logistics for the company's marketing and sales efforts including a rebrand to On-Cue (formerly Dave, Co.), online marketing (Facebook ads and quarterly newsletters), social media, web development and promotional strategies including CRM development and lead generation.

Production Coordinator/Marketing Associate/Talent
Dave,Co., Chicago — 2014 – 2018

- Provided clerical support to creative directors and producers, including budgeting, casting, administrative work, and ensuring the production runs smoothly.
- Assisted in the development and distribution of marketing and promotional material, data entry and analysis.
- Performed as Talent (voice-over, film, theatrical) for various clients such as University of Chicago, ALIS and Galderma Pharmaceuticals.

Managing Director/Producer/Board Member
WildClaw Theatre, Chicago — 2015 – 2017

- Developed, produced and managed theatrical programming and logistics for 2 full productions, 2 large fundraisers (350+ person events), 2 mid-sized fundraisers (100+ person events) and 1 out-of-state show at the Arsht Center in Miami (300+ person event). All shows remained in budget.
- Hired, supervised and evaluated artistic personnel including WildClaw company members.
- Collaborated on budgets and grant writing with the Board of Directors including facilitating presentations.

Contractor
Lead Producer & Development Work — 2012 – Present

- "Deathscribe - Festival of Radio Horror Plays" (WildClaw Theater): Helped select five world premiere plays, culled from over 200 international submissions. The finalists were brought to life by Chicago's finest actors and directors, accompanied by a live band and a team of sound effects artists – complete with live Foley onstage. Produced in 2016 and 2017.
- "Obesity - Stories Untold" (On-Cue): Spearheaded readings for new corporate theatrical play, collaborated closely with writers room to shape final draft, managed casting, rehearsal logistics, and all contracts.
- "Someone you Know" the Musical (Rachel Page): Participated in workshops and readings, consulted on creative refinement of the music and text, collaborated with the Dramatist on team building, helped produce and fundraise for 1st theatrical production.
- "Fairy Tale Fights" by Sara Gorsky: Collaborated on script development and currently in pre-production.
- "A Ram Caught in the Thicket" by Thom Pasculli, "The Rogue Aviator" by Nick Izzo, "Child's Play" by Frank Garland: Participated in workshops and readings for new play development.

Executive Assistant
Blue Ribbon Management, Chicago & Milwaukee — 2012 – 2014

Legal Assistant
Dolan Law, Chicago — 2011 – 2012
Kroll Law Offices, Chicago — 2010 – 2011
Cray Huber Horstman Heil & VanAusdal, Chicago — 2006 – 2010

Box Office Manager
CSZ Chicago Improv, Chicago — 2010 – 2013
The Theater Building (now Stage 773), Chicago — 2008 – 2010
Bailiwick Theater (now Theater Wit), Chicago — 2007 – 2008

Skills and Education

Illinois State University/Bloomington-Normal
Major: Theatre – Acting and Theatre Management Support Coursework *2006*
Skills- Film Production, Organizational Leadership, iMovie, Movie Magic, Slack, Microsoft Suite