



Sarah Williams

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<http://yearlingbaby.blogspot.ca/>

Work Experience in Broadcasting

Researcher and coordinator, *Valéa Productions* (TV cooking show – “what’s cooking”), Québec, Nov. 2007 – Sept. 2011

- Pitching and researching “foodie segment” ideas.
- Creating a detailed file on the chosen interviewee and location that the host and crew will refer to for the TV shoot.
- Organizing the 2-3 day shooting schedule for a crew of 5 people, including the booking of flights (often between 3 cities), rental vehicles, and hotels rooms for the in-the-field segments of [what’s cooking](#).

Field Producer and Researcher, [Global Television](#), Ste-Foy (QC), April 2001 – Oct. 2007

- Researching and brainstorming ideas for reports about Quebec City for a weekly magazine show (“QC”).
- Scheduling the shooting of said reports and deciding where to fit them in the line-up of each show.
- Booking interviews, interviewing, and offering input to the cameraperson on what visuals are necessary to illustrate the script.
- Recording voice-overs, and hosting on-camera.
- Leading the weekly meetings updating the show’s crew on editing or assignments left to complete for the packaging of the show.

Work Experience in Writing

Writer, [LifeinQuebec.com](#), Québec, May 2012 – present

- Brainstorming and pitching of article ideas in regards to Quebec City.
- Covering press events.
- Writing of articles of around 500 – 700 words for online magazine.

Writer, *Valéa Productions* (TV show – “what’s cooking”), Québec, Nov. 2007 – Sept. 2011

- Brainstorming and pitching of food and cooking related topics for the *Kraft/what’s cooking* blog.
- Researching the approved topics.
- Writing of around 3 blogs per month containing approx. 500 words.
- Copy editing the show scripts.

Writer and Translator, Stadacona Press, Québec, May 2009- March 2010

- Summarizing articles on various subjects (science, tourism, history, etc.).
- Aiding Francophone journalists to break into the English market by composing compelling query letters.

Copywriter, [Global Television](#), Ste-Foy, April 2001- October 2007

- Writing copy for the 6 pm news and for a weekly magazine show (" QC ")
- Writing scripts including VO's for a cultural round-up and a political cartoon commentary

Work Experience in Translation

French to English Translator, [Valée productions](#) (TV), Québec, Nov. 2009 – present

- Translating web site material, blogs, and scripts for the TV cooking show [Qu'est-ce qui mijote](#) (aired on TVA)

Translator (French to English), *Freelance*, Québec, June 2007– present

- Translating a promotional video script for the Laval University MBA program for [Les productions TVA](#).
- Translating scripts intended as voiceover for video house tours for a real-estate web site: [Visitevideo.com](#)
- Translating of technical schematics and engineering data for the industrial equipment company, AGT (Avant-Garde Technologies).
- Summarizing an article on the effect globalization has had on the Quebec food industry for the scientific review, [Interventions économiques](#).

Translator and ESL teacher, [S.I.L.A.](#), Québec, QC, March 2009 – Dec. 2010

- Translating web site texts and press releases for high-tech sector companies.
- Teaching business oriented English to employees of high-tech sector companies.

Education and Training

Bachelors of Communications, Concordia University, Montreal, 1998

High School Diploma, C.D.C.I. East, Cobourg, Ontario, 1993.

Other qualifications

Knowledge of software: Termium , Excel, Office: Word.

Languages: English (written and oral; native language), French (written and oral).

References

It would be my pleasure to supply you with references if requested.