

# ANGELA GOODEARL

Los Angeles | Asian-American | she/her

## CONTACT

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(713) 906-8158

angelagoodearl@gmail.com

 [LinkedIn](#)

 [angelagoodearl.com](http://angelagoodearl.com)

## PROFILE

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Dedicated entertainment professional passionate about project management, cross-collaboration, and universal storytelling. Seeking to contribute and commit to a passionate team driving positive change and championing DEIA in the larger entertainment space.

## EDUCATION

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### **B.S. Motion Pictures, B.S. Sociology**

Belmont University - Nashville, TN

GPA - 3.9

## SKILLS

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- Project Management, Cross-Collaboration, & Prioritization
- Creative Development & Pitch Decks
- Adobe, Google, & Microsoft Suites
- Communications, Public Relations, & Digital Marketing

## RELEVANT EXPERIENCE

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### **Kappa Alpha Theta | DEI Committee Member**

*December 2024 - Present*

- Develop and implement comprehensive strategies to promote and grow DEI within the organization's structure.
- Engage chapter members to participate in community-focused efforts through training programs, workshops, and resource groups that promote education and awareness.
- Collaborate with external organizations and community groups to advance yearly goals and advocate for systemic change.

### **CrossCheck Studios | Creative Coordinator**

*June 2024 - Present*

- Oversee full production process from planning to delivery, ensuring projects align with creative vision and meet tight deadlines.
- Monitor and manage the business development timeline for all current and upcoming company projects.
- Create and present engaging pitch decks to secure partnerships and brand opportunities.

### **Executive Assistant to CEO, Assistant to Talent: Josh Richards**

*October 2023 - June 2024*

- Provide administrative support to high-level executives and a talent roster of 10, including calendar management, travel coordination, contact list organization, brand outreach, social media management, communication facilitation, and preparation of meeting materials.
- Execute industry events and activations, manage guest lists, RSVPs, and logistics.
- Manage expense reports, invoices, and budget tracking for projects, ensuring accurate financial records and timely payments.

### **ADDITION+ | Talent Management Intern**

*May 2022 - August 2022*

- Assist with creative briefs, talent scouting, meeting notes, invoicing, and social media data collection.
- Manage talent calendars, conduct research on industry trends, and provide support to brand and talent clients.
- Create social media ideas for pitching and promotion of talent roster.