

MAKENA METZ

(818)-746-6612 | Makena.metz@gmail.com

I am a creative problem solver, a team player, and an experienced multitasker. I am extremely organized and excited to support a team with professionalism and positivity!

SKILLS

Ableton, Sibelius, GarageBand, Microsoft Office Suite, Apple Keynote, Google Suite, Final Draft, Storyboard Pro, Scrivener, PowerPoint, Canvas, Dropbox, Box, Shotgun, Campaign Monitor, FileMaker Pro Advanced, Photoshop, WordPress, Wix, SAP

CREATIVE EXPERIENCE

LA Mentor Program – Society of Composers and Lyricists 2024-2025

- Selected for one of ten spots for this mentorship program. I wrote music and learned from music professionals both in the creative and business side of the industry

MTV/Paramount First Time Composers Program 2023-2024

- Participated in this inaugural mentorship program. I wrote music from brief to demo, and submitted tracks for sync placement in commercial properties at the studio

Disney+ *Hamster & Gretel* – Songwriter 2022-2023

- Co-wrote two songs with Dan Povenmire and Angela Parrish “Race Against Time” (Episode 2: Math Punch) and “Let’s See What You Got” (Episode 20: Let’s Sea What You Got!” I collaborated with the showrunner and EP on writing songs from briefs to demo tracks and coordinated with the music producers to record and finalize the songs

WORK EXPERIENCE

Freelance Editor

Storyteller Media

- Developmentally, line, and copy edited a slate of manuscripts under NDA for Storyteller Media, an imprint of Macmillan. Gave notes on clarity, voice, style, flow of ideas, grammar, punctuation, etc. depending on the edit pass, publisher and author notes
- Liaised with authors, editors, and publishers to edit manuscripts from draft to ready for marketing, galleys, and advanced reader copies on schedule for publication. Tracked and organized database of projects, kept tight schedule to meet publisher deadlines, updated editor on progress and timeline

Circle Leader

2024 – Present

Women in Animation, Los Angeles, CA

- Designed and led two mentorship circles for ten early career post-college graduates and served various career tracks including board artists, editors, composers, writers, and directors to illuminate the animation pipeline and have mentees build relationships and learn by working in various roles through multiple projects and take risks

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Instructor – English Rhetoric and Composition

2022 – 2023

Chapman University, Orange, CA

- Designed and taught Fantasy Rhetorics and the Rhetorics of Belief to two first year college composition English classes, meeting all university, program, and course learning outcomes. Designed innovative online course management site in Canvas and taught asynchronous and synchronous modules with a high level of detail and accuracy

Graduate Research Assistant to the Creative Writing MFA Program

2021 – 2022

Chapman University, Orange, CA

- Coordinated and managed program social media platforms, compiled and researched publication opportunities for the program's monthly newsletter, submitted student accomplishments to the appropriate databases, and provided solution oriented administrative support for special projects and events sponsored by the program in a timely manner

Writing Tutor for the Writing Center

2021 – 2022

Chapman University, Orange, CA

- Reviewed and offered feedback on student written coursework, created resource materials for students and tutors, and conducted writing workshops with student groups

EDUCATION

M.F.A in Creative Writing & M.A in English

Chapman University, Orange, CA, 2021-2023

Winner of the James L. Doti Outstanding Graduate Student Award

B.F.A in Theatre Direction & Minor in Playwriting

Columbia College Chicago, Chicago, IL, 2014-2017