

Contact Information

Birgitta "Missy" Gerlach
birgittalgerlach@gmail.com
www.bgerlach.com
+1 (503) 805-2660

Academic History

Whitman College, Walla Walla, WA
2015 – 2019
BAs in Film and Media Studies and in German Studies
3.96 GPA

The Film and TV School of the Academy of Performing Arts (FAMU), Prague, Czech Republic
Spring 2018 (Study Abroad)
4.0 GPA

Professional Experience

Quality Assurance Assistant, Icicle Seafoods Inc.
Larsen Bay, Kodiak Island, AK
June 2019 – September 2019

- Responsible for administrative tasks, including: revision, distribution, review, and filing of daily production paperwork, creation of bills of lading and production and quality reports, weekly product shipments to Seafood Products Association for quality testing
- Assisted in audit preparation; revised, updated, and organized audit materials
- Created recruitment video for Larsen Bay plant; responsible for entire production process

Off-Campus Studies Video Intern, Off Campus Studies Office, Whitman College,
Walla Walla, WA
September 2018 – May 2019

- Created short videos about students' study abroad experiences and programs
- Collected raw video footage from students and edited into final film; communicated with students throughout to ensure their experiences were accurately depicted
- Helped organize and run informational campus events

Writing Fellow, Whitman College
Walla Walla, WA
September 2018 – May 2019

- Met with students prior to final paper submission to discuss ideas and/or provide feedback on drafts
- Available for additional assistance on student request
- Met with professor to discuss student progress

Special Projects Video Intern, Blue Mountain Land Trust
Walla Walla, WA
May 2018 – August 2018

- Created promotional videos of the trust's education, recreation and conservation projects; independently responsible for entire production process
- Worked with program staff to plan, organize, and run land trust events
- Photographed land trust events and organized the trust's photo library
- Maintained social media accounts by posting content and interacting with users

Social Media Intern, Nydrle.
Prague, Czech Republic
March 2018 – May 2018

- Photographed locations in Prague; images used on Prague City Tourism's social media

- Maintained Prague City Tourism's social media accounts
- Filmed B-Roll of Nydrle office and staff for new company promotional video

Computer Science Mentor, Whitman College
Walla Walla, WA

August 2017 – December 2017

- Attended classes 4x per week and assisted with in-class exercises
- Held weekly office hours; available for additional assistance on student request
- Held study sessions before exams
- Met with professor to discuss class and individual student progress throughout semester

Soden Fellow Research Assistant for Professor Emily Jones, Whitman College
Walla Walla, WA

June 2017 – August 2017

- Supported Professor Jones' research on German author Yoko Tawada; collected German and English secondary academic literature on Tawada's works
- Compiled comprehensive notes on these sources; notes included a summary, list of key concepts and terms, and compilation of references to other academic texts and authors
- Body of academic articles and notes used by Prof. Jones to develop a lecture and prospective paper on Tawada's *Etüden im Schnee*

Transportation Planning Intern, Toole Design Group
Portland, OR

June 2016 – August 2016

- Photographed bike infrastructure in and around Portland area. Selected and edited photos; added to company photo libraries for later use in presentations and marketing materials
- Created and organized photo library specific to Portland office
- Organized company-wide photo library, implementing new organizational system
- Created video examining connection between public transportation and livability in urban areas

Qualifications and Skills

- Self-motivated worker with strong organizational skills and acute attention to detail
- Direct communicator; good at working with others and managing workplace relationships
- Skilled at conceptual development, cinematography, editing; film and digital photography
- Adobe Creative Suite (Premiere Pro, Lightroom, Audition, After Effects, familiar with Photoshop)
- Microsoft Office Suite (Excel, Powerpoint, Word)
- Fluent in German

Awards and Honors

- Honors in Major Study, German Studies, Whitman College
- Summa cum laude, Whitman College
- Distinction in final major exams, Whitman College
- Academic Distinction: Fall 2015 – Spring 2019, Whitman College
- Phi Beta Kappa, National Honor Society
- Delta Phi Alpha, National German Honor Society
- First Place, National Institute for Transportation and Communities video competition, 2016
- Gold Key for Excellence in Visual Arts, Scholastic Art and Writing Awards, 2015

Hobbies and Interests

- The outdoors: hiking with my dogs, camping, riding horses, skiing
- Watching movies, making videos, photography
- Reading novels, writing poetry, and journaling
- Playing soccer with friends and tennis with my mom