

Alissa Frank
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August 2, 2024

Dr. Rev. Marv Nelson
Indiana Alliance Church
2510 Warren Road
Indiana, PA 15701

Dear Dr. Rev. Marv Nelson:

I am applying for the Staff Videographer position offered to me on July 17, 2024. My experience with production, along with my work as a wedding videographer prepares me to work for you in this position. In working with Jenna Letham Photography, I have had to oversee all aspects of digital camera operation and cinematography in a fast-paced environment. Through jumping from location to location on wedding days, I have had to manage lighting designs for a diverse range of filming locations and subjects. At the Indiana County Technology Center, I received a 1st place award in the 2019-20 FBI HOPE Contest that raised awareness for drug and opioid addiction. To best depict such a delicate topic, I had to possess knowledge in developing effective video communications. At the ICTC I was also selected to be the president of SkillsUSA and the National Technical Honor Society (NTHS) because my peers believed I was proficient at managing multiple projects with tight and often competing deadlines. In my classes at IUP I have directed subjects and placed props according to an established storyboard. Examples of my media production, writing, and social media work are available in my digital portfolio:

<https://alissag12376.wixsite.com/frank-photography>

Indiana Alliance Church is an exciting organization. As technology becomes more diverse, the church always expands with it. Something that stands out to me about IAC is the working philosophy where volunteers are not treated as workers, instead they are deeply cared for by the staff. I truly appreciate that faith is at the core of everything IAC stands for.

Please view my online portfolio, created as part of my IUP Communications Media degree in Production. It should provide you with evidence about my accomplishments and what I can do for Indiana Alliance Church. I will follow up within the next week to hopefully set up an interview. You can contact me at alissagicma@gmail.com or at (724) 599-2049. Thank you for your time!

Sincerely,

Alissa Frank
Enclosures: Resume, References