

Fran O'Farrell

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Skills & Expertise

Video Project Management (8 yrs)	Community Building & Organizing (3 yrs)
Website Design & Maintenance (3 yrs)	Communication/Mediation Between Groups(8 yrs)
E-mail Newsletter Management (4 yrs)	Nonfiction Writing (4 yrs)
Empathetic Leadership (4 yrs)	Non-Violent Communication (6 yrs)
UX Design (1 yr)	HTML & CSS (3 yrs)

Nice to Meet you!

I'm Fran, a clarity-obsessed Project Manager who just landed in Minneapolis after a year in Berlin! I care most about empathetic connection. Whether it's with clients or team members, I want everyone to feel listened to and understood. I'm driven by detail-oriented work that never loses sight of the people it effects, and I strive to be the best I can be at whatever skill I have in front of me. I thrive in curious, collaborative spaces and am eager to join a team that nourishes these desires!

Experience

Film Student / Director / Producer, 2018 – 2020 University of Idaho – Moscow, Idaho

- Wrote and was awarded a research grant to cover travel for interviews in Portland and San Francisco for an 18-minute documentary about 3 adults who had attended a local conservative christian K-12 school. I drafted and executed a precise, comprehensive budget.

- Conducted interviews with a focus on building rapport and understanding. It was a tender subject that demanded care and honest communication. After the editing process, I consulted with the interviewees to ensure they were happy with how their stories were being represented.

Inventory Management, April & May 2020 Kenworthy Performing Arts Center – Moscow, Idaho

- Organized and cataloged over 60,000 DVDs from a video rental store forced to close by pandemic so that they could be sold and distributed to the local community.

Bakery Team Lead, 2015-2021 Moscow Food Co-op – Moscow, Idaho

- Led a team of 8-15 bakers to successfully bake over 200 loaves of bread and at least 1,000 pastries from scratch every day by optimizing processes, communicating clearly, and keeping everyone motivated.

- Conducted department meetings, diffused conflict, and managed inter-departmental communication and collaboration.

- Exceeded budget expectations by perfecting inventory orders, recipes, and institutional systems.

- Engaged customers in-person, over the phone, and via email to ensure their needs and desires were being met. I problem solved when things went wrong with agility and grace.

Founder / Facilitator, 2018 – 2021 Queer Sewing Circle – Moscow, Idaho

- Created an unprecedented space for queer crafters to come together weekly and share knowledge. I worked with local businesses to have a reliable meeting space. I coordinated with people to lead monthly workshops. I administrated an e-mail listserv for announcing meetings and other local events.

Education

Foundations of Project Management, October 2022

Google – Coursera

B.A. in Film & Television Studies, May 2020

University of Idaho - Moscow, Idaho

A.S. in Philosophy, January 2015

North Idaho College - Coeur d'Alene, Idaho