

Elizabeth Cairns

COVERING LETTER · PRODUCTION COORDINATOR, SISTER

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Dear Sister team,

I've worked both freelance and in-house in production roles and loved different things about each. But the roles I've enjoyed most have been the ones where I'm looking after a slate. I like having several things moving at once, being across the detail, and the variety that comes with it.

I'm currently a Production Coordinator at Clapperboard Studios, working across their scripted drama slate. I look after projects through pre-prep, help set up the international production teams and act as their point of contact during filming, before stepping back in at wrap to manage post and deliverables.

Before Clapperboard, I spent a year at All3Media International on the formats distribution side. It was a completely different perspective on production and taught me a huge amount about what happens to a programme once it leaves the production company and enters its next life in distribution.

Before that, I was Assistant Production Coordinator on *Unchosen*, a six-part Netflix drama produced by Double Dutch. I loved being on shoot and right in the middle of the day-to-day running of a show. Between these roles I've been lucky enough to see a production from several very different angles, from prep and filming through to delivery and distribution.

That's a big part of why the in-house role at Sister stood out to me. Working across a slate really suits how I work and is something I already know I enjoy, both at Clapperboard and previously at Tiger Aspect.

I'm also genuinely excited by the work Sister makes. *Eric* was one of my favourite recent dramas. It was much darker and more emotional than I expected it to be. I've always loved *The Split*, and I'm very much looking forward to the second season of *Black Doves*.

It's the kind of slate I'd love to work across, but I'm also drawn to Sister because it seems like a place where I could keep learning and taking on more responsibility. My long-term ambition is to work my way up to Line Producer, and this feels like a brilliant next step: somewhere I could put the experience I've already got to use, and keep getting better. I'd love the opportunity to be part of the team.

Best wishes,

Beth Cairns