





Karter Duff

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EDUCATION

MFA/Interactive Media Design
University of Southern California
2017 - 2020

BA/Creative Writing
University of Washington
2015 - 2017

PUBLISHED WORKS

"Summer Camp", 2017
Trillium Literary Magazine
Historical Fiction

"Misery's Company", 2015
Tahoma West Lit. Journal
Fiction

SKILLS

Agile Production
Budgeting
Conflict Management
Data Analysis
Excel
G-Suite
HacknPlan
Illustrator
Jira
Macro/Micro Scheduling
MS Office
Photoshop
Project Management
Quality Assurance
Task Tracking
Unity (C#)
Usability Testing

EXPERIENCE

Associate Producer || Lead Game Designer
Otherworld Interactive // Los Angeles, CA // 2019 – Present

- Improved the development pipeline via optimizations in process through the use of **HacknPlan, Jira, and other production tools.**
- Facilitated strong communication and open discussion between team members to **ensure team buy-in, informed decision-making, and development efficiency.**
- Proactively identified **production bottlenecks, issues and risks**, then executed appropriate steps to **resolve difficulties** before they impeded progress.
- Maintained up-to-date **documentation** and **scheduling** information by taking notes and **disseminating information** to the team through HacknPlan and Jira.
- Built **action plans** with Leads after **analyzing tests and player data.**
- Developed gameplay moments, including **narrative events, enemy encounters, and points of interest** within the game world.
- Designed and developed the overarching endgame sequence **from concept to final completion.**

Production Coordinator: USC Advance Game Projects
University of Southern California // Los Angeles, CA // 2019 – 2020

- Managed and led the daily operations of the entire production cycle for **12 simultaneous game projects.**
- Supported the creation of each projects' **schedule, budget, production pathways, and overall production plans**; continued to provide supervision and support through the full product life-cycle.
- Led regular **production meetings** and evaluated **production progress.**
- Evaluated milestones and deadlines as required by the **project stakeholders.**
- Assisted in **crew staffing**, including recruitment **outreach and team placement.**
- Worked closely with team **Directors and Producers** in addressing production concerns.

Game Maker Coordinator || Volunteer Coordinator
IndieCade // Los Angeles, CA // 2018 – 2020

- Primary point of contact between **89 exhibitors** and the event **production staff.**
- Led teams as large as **67** to support staff with **production tasks** related to **set up, run of show, and strike.**
- Organized a total of **526 shifts** for event volunteers.
- Established **work assignments** based on needs during the run of show.
- Promoted the festival through **guerrilla marketing** strategies, including local community outreach and a ticket sale contest.
- Documented and **addressed individual tech needs** for each game maker.
- Assisted in creating **showfloor layout and space setup.**