

# STEPHEN MONTAGNE

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## **RELEVANT EXPERIENCE**

### **Freelance Writer**

***San Francisco/NYC/Los Angeles***

Engaged in the development of screenplays, one and three act plays, television pilots and spec scripts since 1996.

### **Playwright: "THE ZEITGEIST CHRONICLES"**

***New Orleans, LA***

Wrote, produced and acted in a three-act stage play, intended as a workshop production, in association with the (now defunct) American Theater Project and Dillard University's theater department.

### **Intern/Volunteer**

***Actor's Gang, Hollywood, CA***

Involved in the volunteer program at actor/writer/director/producer Tim Robbins' non-profit, non-equity, 99-seat theater company. Duties included: assistance with box office operations on phone reservations and ticket orders, as well as pre-show support in security and concessions.

### **Office Assistant/Intern**

***Writers Boot Camp, Santa Monica***

Organized office systems and managed communication with a variety of professionals involved in the film industry. Participated in a six-week comprehensive seminar geared towards screen and television writing, which also focused on improvement of writing skills in general through writing on a daily basis (2-4 hours a day) as well as an emphasis on re-writing and editing.

### **Temporary Staff**

***MGM Studios/Ultimate Staffing***

#### **Various Departments**

***Santa Monica***

Assigned by MGM's in-house temporary agency to work as an Administrative/Executive Assistant in specific departments within the studio: *"Above the Red-Line" Contracts, World-Wide Television Distribution, Front Desk as Receptionist, and Budgets & Forecasting*. Demonstrated administrative skills and writing abilities as an assistant for a variety of MGM employees from the executive level in both the legal and budgeting departments to middle management in World-Wide Television.

### **Office Manager/Founding Member**

***Awareness Foundation, Los Angeles***

Board Member for a non-profit organization established to assist in community development for South Central, Los Angeles following the 1992 riots. Duties fulfilled as Office Manager: drafted proposals, answered phones, compiled database, conducted internet research, and corresponded with contacts in the film community in order to acquire funds for a 35mm promotional film; obtained approximately \$300,000 in donated equipment, labor and funds from more than 20 large corporations, including Panavision and Kodak. Assisted on the 35mm shoot in a Production Assistant capacity.

## **EDUCATION**

- Graduate 2001**      **Principia College, Elmhurst, IL.**      ***B.A., Mass Communications & World Perspectives***
- Study Abroad, 2000**      **Mass Communications Department Abroad to South Africa**  
10-week study of the evolution of South Africa from a white ruled society to a multi-racial democracy as manifested in politics, culture, and the media. Facilitated in the creation of a mass media presentation—including an award winning video documentary and supplementary magazine—as an interviewer, scriptwriter & journalist, segment producer, voice-over narrator, camera operator, and photographer.
- 1998-2001**      **Principia Pilot/WTPC Radio**  
Journalist on an award-winning college newspaper as both a guest and staff feature writer. Senior Year: Served as resident film critic for both the newspaper and as an on-air radio commentator.
- 1991-1992**      **Freshman Year**      *Theater Major*
- 1993-1994**      **American Conservatory Theater, San Francisco**      *Studio Program: Certificate Student Acting/Playwriting*
- 1988-1990**      **Idyllwild Arts Academy, Idyllwild, CA**      *Performing Arts Boarding School Graduate: Theater Arts (Dance Minor)*
- 1986-1988**      **Principia Upper School, Chesterfield, MO**      *Private Boarding School: College Prep.*