



CARI FAVOLE, PMP®
PROJECT MANAGEMENT PORTFOLIO

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As an Entrepreneur with a proven background in all facets of project management, video editing, production, and content development, I have been successful in producing positive results and I have a consistent history of advancing shared company goals.



Included in this document are examples of my project management experience. You will find this accumulation does not showcase every project, as I have worked on Industry-Sensitive material that cannot be shared publicly.

However, I have included some personal content-creation pieces that demonstrates my skill in Initiating, Planning, Executing, Controlling, and Closing, along with my creative writing, marketing, communications, production experience, and directing ability.

**PROJECT MANAGEMENT PROFESSIONAL
(PMP®)
CERTIFICATION**



CREDENTIAL #: 3646311

EARNED: 13TH SEPTEMBER, 2023

RENEWAL DEADLINE: 12TH SEPTEMBER, 2026

For a breakdown of the requirements, visit: <https://www.carifavole.com/portfolio>

AS-NEEDED PROJECT MANAGEMENT

MULTIPLE VARIOUS PROJECTS

MARKETING COMMUNICATIONS SPECIALIST

AT ACCREDITATION COMMISSION FOR EDUCATION IN NURSING

- Design, develop, and execute marketing communications campaigns and plans, including content for print, websites, social media, and email.
- Coordinate with venues and vendors to procure materials for events and schedule couriers for delivery to out-of-state activities.
- Conceptualize, design, and develop program materials for forums, workshops, exhibits, and presentations, as well as supporting graphics, audio/video, and other media components.
- Research, collect, organize, and perform ad-hoc reports for outreach opportunities to maintain information for identified target markets and specialty groups.
- Develop a social media strategic plan for content development with scheduled postings. Collect, analyze, and report data on effectiveness of executed campaigns and strategies.
- Certain events required a Project Manager, in which role I filled. Such activities included:
 - 2021 Fall Self-Study Forum
 - 2021 Program Administrators Workshop
 - Exhibitor's Table at multiple Conferences





[CLICK TO VIEW PRODUCTION](#)

VIRTUAL SOIREE

VIRTUAL CHARITY LIVESTREAM

MARKETING MANAGER, CATHOLIC CHARITIES ATLANTA

- Designated as **Project Manager**; booked production studio and auctioneer; coordinated shot schedule & led production crew as director during filming.
- Coordinated external production crew and internal staff during live event.
- Scripted Run of Show, retrieved raw footage and completed all editing aspects and graphics for pre-recorded sessions.
- Applied for Raffle License and ran the entire Auction process, from procurement of items to the distribution to the winners.
- Designed, developed, wrote, and executed a completely virtual fundraising event (due to COVID pandemic) that had been initially scheduled as in-person.
- Successfully raised \$147,000 in donations; exceeding our goal by \$22,000.

Video URL: <https://www.youtube.com/watch?v=ZMXMmt4Kglk>

HOPE REALIZED BREAKFAST

VIRTUAL CHARITY LIVESTREAM

MARKETING MANAGER, CATHOLIC CHARITIES ATLANTA

- Designated as *Project Manager*; coordinated shot schedule & led production crew as director during filming.
- Wrote the scripts and Created storyboard for team to visualize.
- Created the electronic donation form.
- Retrieved raw footage and completed all editing aspects, including photo manipulation.
- Successfully raised \$107,000 in donations; exceeding our goal by \$27,000.



[CLICK TO VIEW PRODUCTION](#)

Video URL: <https://vimeo.com/547597548/c246ac25ea>

AS-NEEDED PROJECT MANAGEMENT

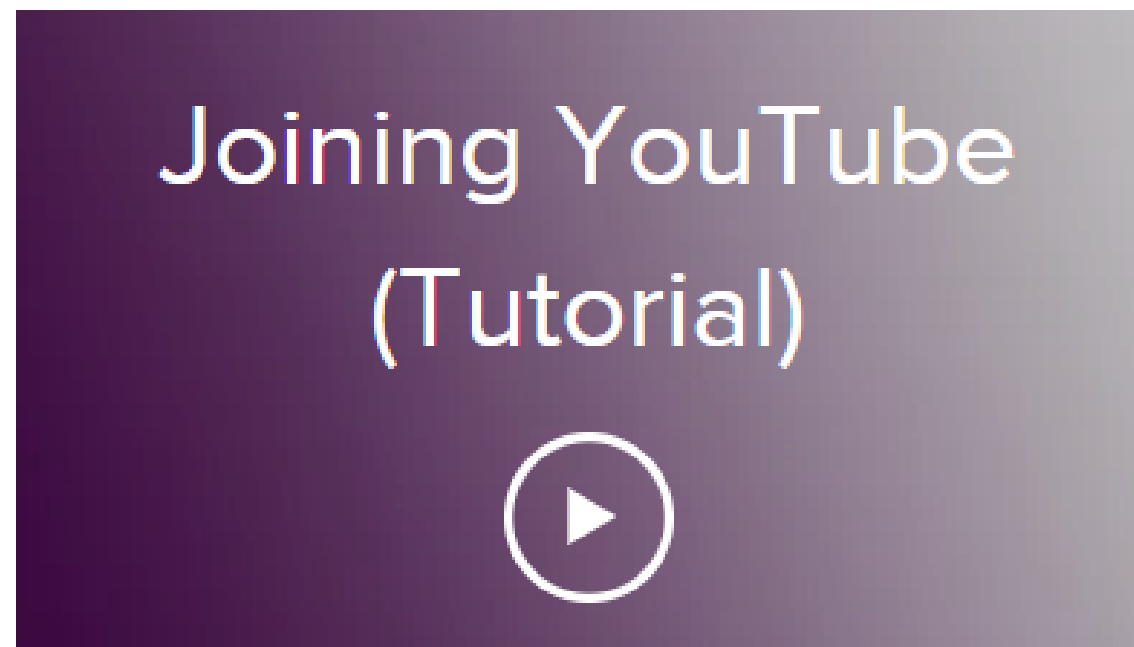
MULTIPLE VARIOUS PROJECTS

MARKETING MANAGER, CATHOLIC CHARITIES ATLANTA

Due to Budgetary constraints, I often acted as the Project Manager for CCA in multiple instances.

Such activities included:

- Giving Tuesday
- Annual Appeal
- Virtual President's Circle Events
- President Circle Retreat
- Virtual Charity Run
- Internal tutorials for staff, such as the "[Joining YouTube](#)" video.
- Tutorials for guests and donors, such as the [Mobile Bidding App](#)



The above video is a sample of an Internal Tutorial for Staff that I wrote, produced, directed, and edited entirely on my own.

- Lead the planning and execution of fundraising event efforts and media campaigns to raise \$1,245,000 of the annual departmental goal of \$1,900,000.
- Assist in the development of Marketing budget and the creation of the Strategic Marketing Plan.
- Provide analytic metrics and directly report to the Board of Directors and CEO.

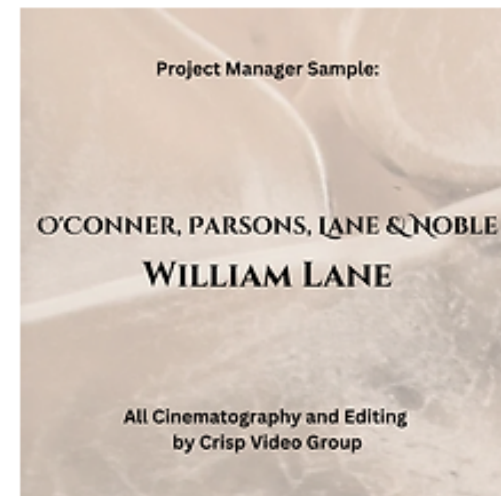
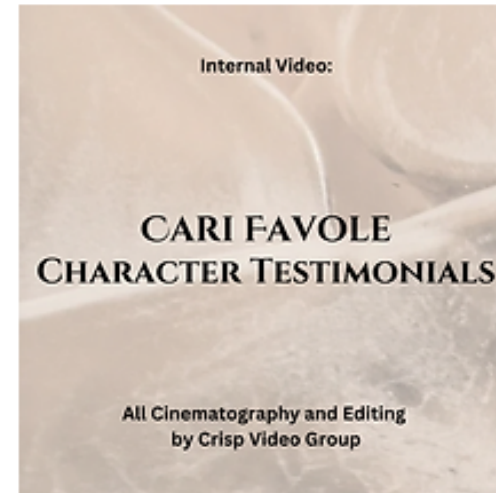
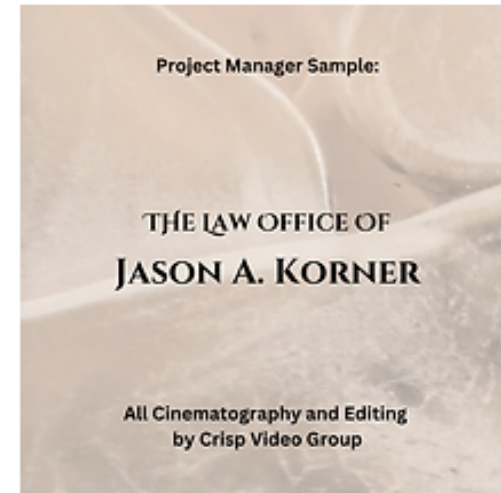
Video can be watched at: <https://www.carifavole.com/portfolio>

ATTORNEY VIDEO CAMPAIGNS

MARKETING VIDEOS

PROJECT MANAGER AT CRISP VIDEO GROUP

- Responsible for liaising between my 30 clients and each selected cinematographer; developed production booklets and storyboards based on client needs while providing deliverables on time.
- Coordinated ongoing video campaigns and reviewed edits to ensure client satisfaction; organized weekly creative meetings with clients and cinematographers to collaborate on content creation.
- Utilized upselling sales techniques and service knowledge to encourage customers to purchase more expensive items, upgrades, or other add-ons to generate revenue and influence client retention.



Please visit <https://www.carifavole.com/portfolio> to view videos

NAIAH AND ELLI DOLL SHOW

CHILDREN'S WEBSERIES

PROJECT MANAGER AT MCNE STUDIOS

- Operated as the Creative Director and Associate Producer for children's content; directed a team of 3 in pre-production, production, & post-production processes.
- Served as the Writer, Producer, and Performer on a YouTube series which averaged 1M views per episode, with the most popular hitting 11M.
- Successfully transcribed scripts, filmed and performed scenes, assisted with edits, and provided voice-over.
- Demonstrated success in creating and developing the Doll Show on a low budget, resulting in additional employees being hired to form a team for the production.



[CLICK HERE TO VIEW SERIES](#)

Please visit <https://www.carifavole.com/portfolio> to view videos

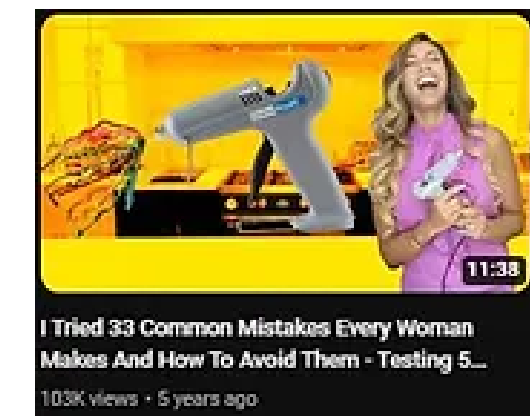
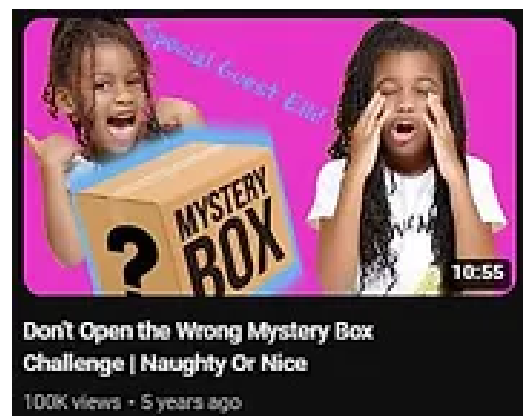
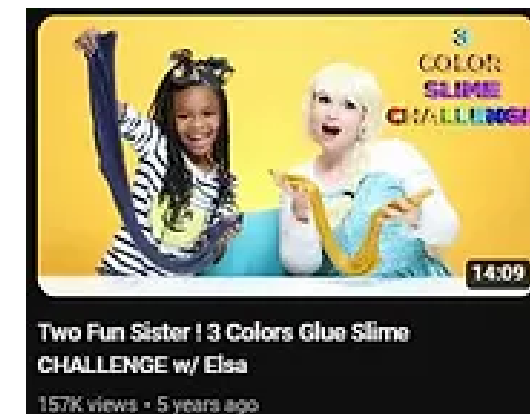
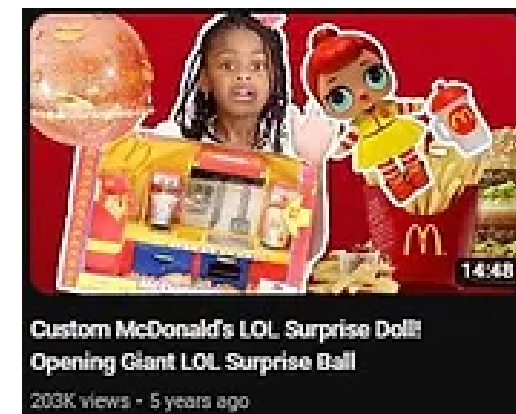
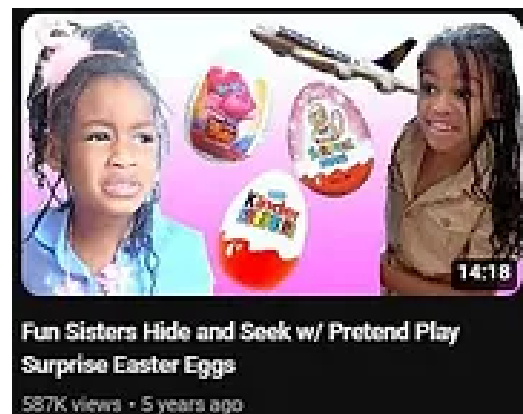
VIDEO CONTENT CREATION

MULTIPLE YOUTUBE CHANNELS

PROJECT MANAGER AT MCNE STUDIOS

Along with "Naiah And Elli Doll Show", I also assisted with managing individual video projects for the multiple channels run by MCNE Studios. Responsibilities Included:

- Research trends and create video theme; collect all materials needed for video; played stage hand during filming process. Occasionally also performed secondary characters.
- Schedule shoot, direct filming, manage camera or B-Roll as was necessary; clean-up after filming.
- Edit Raw Footage; Edit photography for thumbnails
- Analyze the success of the video for future video planning



Please visit <https://www.carifavole.com/portfolio> to view videos



POSSIBLEnow™

SOFTWARE IMPLEMENTATION

MULTIPLE CLIENTS

CLIENT SUCCESS MANAGER AT POSSIBLENOW

As a Client Success Manager, I was responsible for developing and retaining client relationships, acting as a liason between client and my colleagues. My main accomplishment was winning the responsibility of the 3rd largest client for the company.

My role had identical responsibilities as a Project Manager, in that I was indeed the Project Manager for the Implementation of any client requested software integration or upgrade.

- Oversaw the scheduling of meetings and organization of implementation tasks; composed weekly and monthly health status reports for client assessments, while mediating between the client and company.
- Engaged with clients to troubleshoot software issues and escalated for quick recovery.
- Enhanced various processes and developed documentation that was approved and used in training.
- Effectively developed and implemented documentation for workflow procedures, maintained daily issue log reports, and collaborated with various teams, including sales, operations, and development.
- Offered product support to customers, partners, and consultants in compliance with procedures; efficiently resolved problems with varying levels of complexity.
- Executed monthly and quarterly director reports and audits for clients.



AUDIOBOOK SAMPLES

EXPLAINER SAMPLES

E-LEARNING & EXPLAINER VIDEOS & AUDIOBOOK NARRATION

VOICEOVER SERVICES

SELF-EMPLOYED VOICE OVER ARTIST

- Managed communication and project completion for client satisfaction.
- Deliver voice-over services across multiple genres, including telephony, eLearning, commercials, and narration.
- Operate audio editing software to generate high-quality products for clients.
- Fabricate videos through video editing software as content for digital marketing and social media growth.
- Present entertaining and educational content through easily consumable mediums.
- Have produced 44 audiobooks, 42 e-Learning Presentations, and over 150 explainer videos over the course of 9 years.

CREATIVE WORKS

ONE-OFF PROJECTS

SELF-PRODUCED AND MANAGED PROJECTS

Although not externally-funded, these self-produced and self-managed projects illustrate the innate project management processes needed for a structured and successful product. Below are some samples that I find relevant in showing the following skills:

- Content Creation
- Creative Writing
- Marketing & PR
- Research & Metric Analysis
- Scheduling
- Script Writing

MARKETING / PR PORTFOLIO



[Click To View Marketing Portfolio](#)

WRITING SAMPLES - ARTICLES

BLOG WEBSITE: [HTTPS://CARIFAVOLE.CO/](https://carifavole.co/)

Click Title To Read the Article:

- [How You Can Help The Refugees From Afghanistan](#)
- [Remember: The Client Comes First](#)
- [Distinguishing a Career from a Hobby](#)
- [Demos: The Digital Business Card](#)
- [Casual Explainer Sample](#)



Creative Writing Sample - 1



CECILY THE DISTINCTIVE - CHILDREN'S STORY

This collection of stories was put together by Cari Favole for the initial purpose of her podcast “Reading With Cari: Stories To Fall Asleep To”, a Mindfulness Podcast series designed to be used as a Sleep Aid or to ease your anxiety and relieve your stress. She then added additional stories, so this would be a unique experience! If you have chosen to purchase the audiobook, all of the stories are read by Cari Favole herself, over the course of several years. After all, it was fate that drew her to this project as “Favole” is Italian for “Fairy Tales.”

[Listen to the audio sample of the text below by clicking here](#) or scan the QR code to the left.

PROLOGUE (written by me) Once upon a time, there lived a family of fairytales. Yes, you heard that right! Living, breathing, fairytales. There was a daddy fairytale, a mommy fairytale, and three daughter fairytales.

The Daddy Fairytale was one of travel, filled with winding paths and the promise of great treasure should he solve the riddle “In the Marsh where alders grow, Take Courage the Free Man.” Though his tale be too long to share presently, rest assured he solved the test and upon his mantle he rested a beautiful gouache who bore him three girls.

This painting was none other than the Mommy Fairytale; a watercolor romance. Her words flowed on the page like the oil of paints on a canvas. Delicate and ethereal, she swayed with each brushstroke of time until at last, she caught the eye of a suitor none could rival.

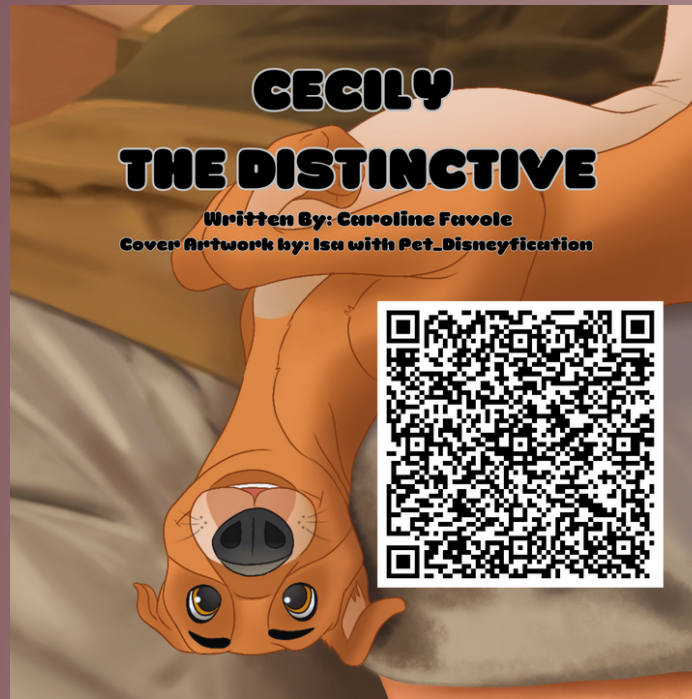
The Oldest Fairytale Daughter was a domestic ecopoem. She would wake up very early to bake pies and cakes for her family and spend all day out on the marsh waters telling her stories of nature and the earth. Upon sunset, she would return home to her little hollow where she would discuss the days of her husband and children and discover new lessons to be learned.

The Middle Daughter was a fable filled with flight and fancy! Buzzing bees stole succulent sweets from sunflowers surrounding cats comfortably cuddling upon her lap as she napped in the midday sun, deflated by the daring detour her dragon dived into that morning. She may be full of short tales of creature comforts but so numerous are her stories, you’d be wise not to begin to count them.

The Youngest Daughter was a whimsical book of fairytales. This very book, to be precise! She loved hearing the stories of her fairy tale family and would drift off to sleep imagining her very own. Once she was full-grown, she shuffled her pages neatly, adding in new tales she’d never heard before, and re-inking the pages of the ones that were read many, many times. Finally, once they were all together and looking quite dapper, if she were to be asked her opinion, she set about to share her life’s passion with the world.

And that is where you come in! Settle into bed, tuck in the covers, and snuggle up as you read this collection of stories from the Voice of Fairy Tales!

Creative Writing Sample - 2



CECILY THE DISTINCTIVE - CHILDREN'S STORY

DESCRIPTION:

This short story explores the idea of staying true to who you are while being cognizant of how to communicate and collaborate with others.

SYNOPSIS:

Cecily, the Italian Greyhound puppy, loved her cuddle time with Mommy; there was always time for snuggles! But Cecily also loved her play time. Her mind would race with exciting day dreams and make-believe. Such grand, daring, high-stakes adventures! And she, the brave heroine, was champion of all! Unfortunately, her cat family didn't quite enjoy how Cecily played.

Does that mean Cecily needs to change who she is?

Listen to the **FULL AUDIOBOOK** by clicking this link: <https://www.buzzsprout.com/1120100/episodes/13599576>

A gentle blue light filled the room. As she opened her eyes, images appeared hazy and difficult to make out, but she wasn't scared by it at all. She rolled onto her back and wiggled a bit, enjoying the way her paws flopped around when she did that. A warm, wet nose tickled her belly, making her sneeze in delight! She rolled onto her side and snuggled into the soft, black fur. There was a comforting, musky smell that lulled her to sleep.

"Hello, little one," a chipper voice rang out as hands reached down to pat her on the back. "Your mother is very excited to see you soon! She goes on and on about her little Cecily."

"Oh!" She thought. So she was "Cecily."

This news didn't change very much of Cecily's life. She could still run and play and bite the ears of her littermates. Cecily soon learned that they were called Roxanne and Luigi. They looked so much like her yet seemed so different!

They were sweet and gentle when they played, while Cecily pounced and conquered. She squealed when she was scolded, and snorted with content when she pulled off a successful prank.

Finally, the time had come. For what? She wasn't sure.

Creative Writing Sample - 3



THE TOOTH AND THE CRAWLSPACE - CHILDREN'S SHORT STORY

DESCRIPTION: Genevieve (Vivi) had been hoping for a fun weekend after a hard week at school but things take a very unexpected turn when she finds a large animal tooth on the floor in her home. What creature did it belong to and... what was that shadow? Magic, Mystery, and a bit of Mayhem awaits just through the crawlspace.

[Listen to the audiobook sample by clicking here](#) or scanning the QR Code to the left.

Surprisingly, Vivi hadn't given the tooth another thought the rest of the evening. When it got a bit too late, she stretched out in the comfort of her bed, feeling the cool sheets surround her as she bundled herself into a cocoon, with only her head visible on the pillow. Eyes closed, she sank into a peaceful slumber. She had just started on a rather unusual dream where her school had become a large gingerbread house, when she awoke suddenly with a start. Eyes opening wide, she looked around, not sure why she was breathing so quickly. 'I wasn't having a bad dream' she thought, propping herself up on her elbow. She reached out a hand for the glass of water by her bed and froze - there was a shadow moving in the hallway.

Vivi was too old to need a nightlight but she preferred to sleep with her bedroom door open, a rollover habit from when Hunter would visit her in the night. What was moving was not a memory-shadow of a dog, nor was it an actual shadow of her parents. This silhouette was tall and hunched over and creeping up the stairs slowly. Not knowing what else to do, Vivi pulled her out-stretched arm back to her, moving inch by inch so as not to make any sound or shadow movement of her own. She opened her mouth and sucked in air so slowly she wasn't even sure it could be called breathing.

Was she still asleep? Or was this what had woken her?

The figure had reached the landing of the second floor now and was rounding the corner - in a mere moment, Vivi would have eyes on whatever it was that caused such a shadow; her heart was pounding so hard it hurt.

And there. There it was.

Content Creation Samples



DESTĂINURE - ONE FILM SCENE

Destăinure is a short creative writing project that I was invited to write for an event hosted by Bob Carter with The Neighborhood Studio in Norcross, GA. I produced a rough-cut of this short scene which you can [watch by clicking here](#) or scanning the QR Code to the left.



DOLL STORY: AMBER'S MONOLOGUE - MONOLOGUE

CONCEPT: It was based off the idea of a Barbie doll stuck forever smiling, which was an obstacle I had to overcome while working with them at a former job as a Content Creator. I also mixed relatable concepts and a confession from a real-life friend of mine regarding a friend of hers. I played with the concept of having someone you genuinely love outshine you in every way.

[Watch this uniquely performed monologue by clicking here](#) or scanning the QR code to the left.



CASUAL ELEARNING / EXPLAINER VIDEO INTRODUCTION

In addition to my experience of writing onboarding and training materials for 4 companies I have worked for, I have also narrated over 40 eLearning videos and over 400 explainer or Whiteboard animation videos. I decided to create my own sample of this genre to illustrate my skills and capabilities. [Click here to watch](#) or scan the QR Code to the left.

FOR MORE CONTENT CREATION SAMPLES, VISIT:
[HTTPS://CARIFAVOLE.CO/](https://carifavole.co/) OR SCAN THIS QR CODE:

PODCASTS



[CLICK HERE TO VIEW SERIES](#)



[CLICK HERE TO VIEW SERIES](#)

YOUTUBE CHANNEL - PSYPRIS



[CLICK IMAGES TO VIEW THESE VIDEOS OR CLICK HERE FOR THE CHANNEL](#)

THANK YOU FOR YOUR CONSIDERATION

Contact:(c) 912-222-1407 // cari.favole@gmail.com

LinkTree for a list of all my Social Media Accounts: <https://linktr.ee/carifavole>

Content Creation Website For additional samples of my work: <https://carifavole.co/>

Voiceover Website for my demos: <https://www.carifavole.com/>