

# SARA HANNEMAN

**P** (206) 949-9359

**E** sara.m.hanneman@gmail.com

**L** <https://www.linkedin.com/in/sarahanneman/>

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Proactive, values-driven production and people manager with an interactive approach to working with teams and fostering trusted relationships. Experienced in project management and content development across disciplines and industries.

## EXPERIENCE

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**Assistant Production Coordinator** | Paramount, Remote 01/2022 – Current

- Unfaithful S1; Families of the Mafia S2
- Templated and automated Cost Manager spreadsheet to enable detailed, refreshable budget tracking
- Tracked collection and upload of post documentation

**Assistant Production Office Coordinator** | Alfred Street Media, New York, NY 11/2021 – 12/2021

- Project Runway, S19 Finale
- Managed 20+ PAs over 2-week shoot; contacted and hired HMO team; drafted call sheets; sourced equipment and set dec

**Content Development Consultant** | Freelance, Seattle, WA 03/2021 – Current

Provided diverse content creation and GTM consulting for industry projects

- Researched and wrote whitepaper on digital procurement in collaboration with global petrochemical company
- Wrote 6 customer success case studies, including SME interviews and graphics; consulted on marketing timeline & execution
- Created 8 Industry Sales decks for field teams at a leading technology company; project managed SME review

**Client Delivery Manager** | The Spur Group, Redmond, WA 05/2019 – 01/2021

Oversaw delivery for simultaneous projects across multiple large technology companies and organizations.

- Managed 7+ consultants across diverse engagements involving program design and management, go to market strategy, marketing content development, and field enablement.
- Drove business development process by scoping work, creating budgets and specifications, managing pipeline, and providing regular account updates to leadership team for multiple projects at a time.
- Executed resource allocation, including staffing, hiring, and onboarding new talent.
- Created and led internal training program to promote public speaking skills for all consultant levels.
- Developed and facilitated 6-week unconscious bias training for internal management team.

**Senior Consultant** | The Spur Group, Redmond, WA 01/2018 – 04/2019

Drove immediate impact for clients by implementing large programs, communicating goals, and ensuring operational execution.

- Executed rigorous project management structure to drive collaboration between three global technology companies and coordinated 100+ person cross-company workshops with CVPs.
- Implemented a pipeline development and sales execution program for Data & AI products that closed a \$300M pipeline gap and was spun-off into a multi-solution area, multi-million-dollar initiative.
- Crafted VP strategy presentations on new acquisitions for cloud computing company and identified business goals through collaboration and communication with key stakeholders.

**Consultant/Associate Consultant** | The Spur Group, Redmond, WA 01/2015 – 12/2017

Wrote 20+ industry-focused thought-leadership blogs about new applications across retail, manufacturing, healthcare, and banking. Created industry sales materials for field sales teams, including infographics, blogs, and presentations.

## SKILLS

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Project management & tracking

Public speaking

Microsoft Office, Teams, SharePoint;

Stakeholder management & collaboration

Executive meeting management

Google Workspace; Entertainment Partners;  
Mac & PC

## EDUCATION

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Tufts University, Medford MA

**Bachelor of Arts:** Anthropology and American Studies