
Alice Wintersteiger

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With 9 years of experience in creative and organisational roles within the arts. I have a deep understanding of design principles, and period styles, while being a highly organised logistical problem solver. Please see my website for personal portfolio <https://alicewintersteiger.me/>

Experience:

Art Department Coordinator

Sunbeam (Feature), May - Present (2025)

- Maintained construction, set dec calendars and set and strike schedules
- Kept detailed tracker for on-set Action Vehicles, Animals, and Dailies.
- Researched and sourced props.
- Handles clearance requests and admin for the department.
- Organised meetings and liaised with other departments when needed.
- Produced detailed departmental memos and breakdowns.
- Kept trackers for Set Dec and Graphic assets
- Organised transport and logistics of props and graphics deliveries.
- Managed the onboarding of dailies and payment, and payroll queries.

Production Buyer / Action Props Buyer:

Ithaca (Feature), October-December (2024)

- Sourced and procured props, furniture, and materials for both period-specific and contemporary sets through extensive knowledge of London-based hire companies and suppliers.
- Managed logistics, deliveries, and returns while staying within budget.
- Handled all account openings, buying calendars, and payment administration.
- Kept detailed weekly trackers and breakdowns of hero items.
- Liaised with standbys and the Art Director to create smooth and timely handovers and to answer any queries.

Props Department Coordinator:

A Thousand Blows S1/S2 (Disney, The Story Collective) (2023–2024)

- Handled petty cash administration and created internal memos and calendars to streamline department workflows.
- Purchased materials and resources necessary for the props teams and makers.
- Liaised with accounts, set dec and locations as and when required.
- Kept up to date with changes to the schedule and script for department heads and chargehands.

Clearance Coordinator:

Culprits (Disney+) S1 (2021-2022)

A Thousand Blows (Disney+) S1/S2 (2023–2024)

Slow Horses S2 (Apple+) (2022)

Coordinated intellectual property integration across the productions.

- Negotiated brand deals with major stakeholders including TFL, Sony, Samsung, Harrods, Microsoft, and Getty, contributing to the series' visual identity and providing marketing benefits.
- Worked with external legal consultants to ensure all artwork, trademarks, and scripted content complied with Disney's/Apples intellectual property guidelines and was streaming-ready.
- Reviewed all period props for authenticity.
- Cleared archival footage and digital materials.
- Sourced large amounts of prop placement goods for use across the production.

Narrative Shorts:

LIV (Short Film) (2023) (Xu Fitx Ltd) Designer: Ishbell Mull
Role: Assistant Art Director

February End Tomorrow (Short Film) (2023) (Pendragon Films) Designer: Elle Orvokki **Role:** Standby Art Director

Commercials:

Chivas Regal // Crystal (Form Productions Ltd) (2025) Designer: Adi Van Zyl **Role:** Petty Cash Buyer

KPMG "Pause for Thought" (Rocking Horse Pictures Ltd) (2025) Designer: Anna Keziah William **Role:** Props Assistant

4Creative "Honesty Box" (Biscuit Films) (2025) Designer: Ollie Hogan **Role:** Art Assistant

GEN-Z, (Channel 4), (2024) Designer: Georgia Shelton
Role: Props Assistant

People's Postcode Lottery, (The Outsider Ltd) (2024) Designer: Georgia Shelton
Role: Graphics / Seamstress

Wonka's Chocolate (2024) (Just SO.)
Role: Petty Cash Buyer

M&S Christmas Food, (Merman Ltd) (2024) Designer: James Hatt
Role: Props Assistant

World of Tanks Holiday Ops (2024) Designer: Richard Brigdland
Role: Art Assistant

Samsung Obsessed (2024) (ITV) Designer: Georgia Shelton
Role: Props Assistant

Project Cloud (John Lewis Xmas)(2021) (Smuggler) Designer: Nathan Parker
Role: Art Assistant

Music Videos:

Do You Miss Me?//Pink Pantheress (2022) (Warner Music UK) (Mindseye) Designer: Max Lincoln
Role: Art Assistant

Halfway//Mimi Webb (Sony Music Video) (2021) (Stink Films) Designer: Sarah Mursal
Role: Art Assistant

HETV:

Stella (Pilot) (2021) (Backscatter Films, Finite Productions, Pinzutu Films)
Designer: Giorgia Lee Joseph
Role: Art Assistant

Headhunter (2021) (The Nest TV Productions) Designer: Nina Bjerch-Andresen **Art Director:** Giorgia Lee Joseph
Role: Assistant Art Director

The Other One (S2) (BBC) (2021) (Tiger Aspect) Designer: Nick Bruin, David **Role:** Art Assistant

Events/Immersive:

Microsoft//KPMG (2024) (Rocking Horse Pictures Ltd) Designer: Anna Keziah William **Role: Art Assistant / Props Assistant**

Hotel Mundial (2024) (FAB Events) (Immersive) Designer: Anna Keziah Williams **Role: Art Assistant / Dressing Coordinator**

Stills / Editorial:

Demillier Fashion Editorial Shoot (2024)
Role: Art Assistant

The Honeymoon (2021) (Feature Stills) (Tempo) Designer: Sue French
Role: Art Assistant

Production Designer/Art Direction:

Commercials:

More than a Cyclist "Blind Spot" (Very Good Film Company Ltd) (2025) **Will Pope**

Compton "Rates are Sexy" (2025) (One Giant) **Joe Dives**

Puma India (Stills) (2024) (ILK Film)

Blueprint For All (2024) (Media Trust)

Transform (2024) (Greenlight Pictures)

Carwow (Stills) (2023) (Pavillion Works)

Jägermeister "Our History, Your Best Nights" (2022) (Amity Studios)

Narrative:

The Guilted Age (2024) (Mad Cow Films) **Stine Hole Mankovsky**

The Big Breakfast (2024) (Plan 9 Pictures)

Party Time (2023) (Pendragon Films)

Margaret (2023) BigBubbaStudio

Music Videos:

Sold a Dream//A2 (2023) (Purple Silk)

Loss//Yvonne Shelling (2022)

SICK Medley//Tyronne Isaac Stuart (2022) (BLK & STUDIO'S) Label: NEW SOIL LTD

Education:

- **BA Digital Film Production (Design Specialism)**, Ravensbourne University (1st Class Hons)
- **Hobs Academy**: 3D Skills and Immersive Technologies

Skills:

- Props Sourcing & On-Site Dressing
- Warehousing & Cataloging Props
- Staff Coordination & Scheduling
- Budgeting & Administrative Support.
- Practical DIY & Tool Handling
- Driving License & Own Vehicle