

# Nicolette Kuhn

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Senior Product Manager specializing in interactive products and client services.

## Experience

### Work & Co - Senior Product Manager July 2021 - Oct 2023

Lead product strategy, design, development and maintenance for digital products with clients such as Lennar, AccuWeather and DirectTV. Worked with clients to define project scopes with budgets ranging from 500K to over 1M, and developed product roadmaps with teams of strategists, designers and developers. Created and maintained project schedules by establishing and facilitating recurring ceremonies, meetings and client reviews and prepared client-facing/executive presentations. Recruited and conducted qualitative user research with high-to-low fidelity stimuli. Synthesized testing results and developed user stories and documentation that informed user experience decisions.

Defined product requirements and ensured annotations and specifications were followed through reviews and quality assurance testing. Administered hand-off to client teams with robust documentation and training, groomed backlogs and provided post-launch maintenance and enhancements.

### AREA 17 - Senior Producer January 2019 - July 2021

Assisted business development to build and negotiate budgets, schedules, scopes and presentations per client needs requiring strategy, design, development, and support.

Produced projects from creative brief to product launch for clients such as The New York Times, Zappos and The New School with a holistic and strategic approach to client business problems; owning the scope, schedule and budget. Collaborated with multidisciplinary team leads to prioritize and manage sprints, monitoring progress and delivery throughout each project, all while leading the account from a business perspective.

### Stink Studios - Producer October 2015 - December 2018

Produced award-winning, multi-platform projects ranging from promotional microsites, brand refreshes, campaigns and interactive installations with budgets ranging from \$150,000-\$900,000. Served as the main point of contact with clients and internal teams on multiple projects for clients such as Google, EJI, Spotify, Zocdoc, Facebook, Memorial Sloan Kettering, and VICE.

### Stink Studios - Studio Manager April 2014 - October 2015

Coordinated with Stink's production teams to track current projects, managed project resource allocation and maintained resourcing between all Producers. On-boarded all new hires and aided the Managing Director with hiring and talent acquisition.

### Stink Studios - Office Runner April 2013 - April 2014

Answered phones, welcomed guests, and ensured that meeting rooms, kitchen and common areas were organized and well stocked. Managed desk space, hardware and office layout for between 30-40 staff members. Triaged general office IT, ordered and tracked software and hardware. Booked travel accommodations created itineraries for productions.

## Education

### AICP Production Seminar March 2015

University of Florida - BA English  
2005-2010

Accomplishments

- VOX (Voice For Planned Parenthood)
- Phi Theta Kappa - Honors Organization

Computer  
Skills

Proficient in both Mac and PC platforms including Microsoft Office Suite, Pages and Keynote. Experienced with resources such as Creative Cloud, G Suite, OmniPlan, Basecamp, Smartsheet, Harvest, GitHub, Trello, JIRA, and DoneDone.

References Available upon request.