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## EXPERTISE

### CREATIVE & MEDIA PRODUCTION

- Video Production & Editing
- Digital Design & Illustration
- Drawing & Painting
- Photography & Editing
- Piano & Composition

### TECHNICAL PROFICIENCY

- Adobe Creative Cloud
- Microsoft 365 & Windows OS
- Steinberg Cubase
- Computer Hardware & Software Support

### LEADERSHIP & COMMUNICATION

- Project Management & Team Collaboration
- Interviewing & Storytelling
- Advocacy & Educational Media

# KYLE BALITZ

## DIGITAL MEDIA SPECIALIST

## SUMMARY STATEMENT

Multidisciplinary Digital Media Specialist with 10+ years of experience in video production, graphic design, illustration, and multimedia storytelling. Skilled at crafting emotionally resonant content that drives engagement, advocacy, and awareness. Proven leader in creative direction, team collaboration, and technical support across diverse platforms. Passionate about fusing artistic vision with technical precision to deliver impactful digital experiences.

## WORK EXPERIENCE

### Video Producer / Interviewer

May 2023 – Aug 2024

*Voice to Vision* | Minneapolis, MN

Produced and edited a 30-minute documentary capturing global survivor narratives and their transformation into collaborative visual art.

- Interviewed and filmed over a dozen participants from diverse regions affected by genocide and human rights violations
- Crafted a compelling narrative arc highlighting the emotional journey from personal testimony to artistic expression
- Collaborated with artists, survivors, and educators to create works of art used in exhibitions, academic settings, and community dialogue

### Video Producer / Illustrator / Interviewer

Apr 2020 – Jun 2023

*The Adoptee Group* | Oregon City, OR

Led the creative development of Human Stories, a bi-weekly video series amplifying Korean adoptee voices and supporting mental health advocacy through visual storytelling.

- Produced interviews and multimedia campaigns advocating for identity, resilience, and mental health awareness
- Designed the published book cover of *A Handbook to Korea*, elevating the organization's mission
- Collaborated with adoptees and advocates to foster healing, encourage community dialogue, and create safe spaces for sharing personal stories

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## EDUCATION

### **Bachelor of Science in Technical Management · 2010**

*DeVry University | Edina, MN*

### **Honors: *magna cum laude* · Dean's List**

*GPA: 3.8 / 4.0*

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## CERTIFICATIONS

### **CompTIA A+ Certification 2019 [220-1001 (Core 1) & 220-1002 (Core 2)] · 2020**

*New Horizons Computer Learning Center | Eagan, MN*

### **Reader**

**Apr 2019 – May 2019**

*Questar Assessment Inc. | Bloomington, MN*

Scored standardized student assessments with precision and consistency during a high-volume testing cycle.

- Ensured rubric alignment and accuracy under tight deadlines
- Collaborated with teams to uphold quality benchmarks
- Maintained scoring integrity across multiple assessment programs

### **Deployment Operations Center L2 Analyst**

**Aug 2018 – Nov 2018**

*IBM / Best Buy / Computer Task Group | Richfield, MN*

Delivered real-time technical support and incident resolution for nationwide retail deployments, ensuring operational continuity across network infrastructure and field operations.

- Responded to project support calls from internal teams and third-party technicians, providing expert guidance during live deployments
- Monitored ServiceNow and deployment platforms to triage tickets, troubleshoot devices, and minimize downtime
- Managed Cisco access switch stacks and collaborated with engineers to restore infrastructure across multiple locations

### **Video Producer / Audio Technician / Photographer**

**May 2018 – Present**

*Harmonic Relief | Saint Paul, MN*

Served as the trusted creative lead for Harmonic Relief, producing video, audio, photography, and stage design assets that elevated performances and strengthened the choir's visual presence for over five years.

- Directed a three-person crew for multi-camera video and live audio recording, delivering polished stage productions
- Edited and synchronized performances into professional videos that expanded the choir's online reach and audience engagement
- Designed event photography, stage visuals, and commissioned creative work including the "Seize the Day" logo and background set pieces (*Fields of Gold, The Joint is Jumpin', Sixties with a Twist*)

### **Team Lead / Reader**

**Jun 2015 – Jun 2018**

*Data Recognition Corporation | Woodbury, MN*

Led scoring teams and maintained calibration standards for large-scale educational assessments.

- Scored standardized tests for multiple educational programs with high accuracy under tight deadlines
- Promoted to Team Lead; supervised scoring teams and ensured compliance with testing standards
- Led calibration and quality reviews to ensure scoring accuracy across large-scale assessments

EXHIBITIONS

Fall Saint Paul Art Crawl | Art on Broadway · Oct 2025

Tilsner Artists Cooperative | Saint Paul, MN

Andover Sunflower Field · Sep 2024

Terra & Shawn W. Smith | Andover, MN

Adoptee Hub’s Kimchi Festival · Sep 2022

Adoptee Hub | Mounds View, MN

Video Producer / Graphic Designer / Interviewer Feb 2013 – Nov 2017  
Hmong Corporation | Saint Paul, MN

Directed and designed multimedia content for Hmong TV, blending creative production, branding, and technical support to strengthen the organization’s media presence.

- Co-led production of weekly broadcast content for Hmong TV and Hmong TV Today, delivering consistent programming to a broad audience
- Designed branding materials, advertisements, motion graphics, and executed a major logo redesign for Hmong TV, Radio Hmong, Hmong Business Directory, and Hmong TV Today
- Conducted interviews, composed original music, produced photography, and provided IT support across multimedia workflow

Mortgage Loan Closer Oct 2010 – Dec 2010  
Wells Fargo Home Mortgage | Bloomington, MN

Responsible for implementing the mortgage closing process.

- Managed closing documentation and ensured compliance with mortgage regulations
- Finalized loan packages and processed Freddie Mac and Fannie Mae products using the LPS system
- Coordinated with internal teams to ensure accurate and timely loan closings