

# Your Executive Producer

## Bringing *Your Best* to Market



What is an Executive Producer?

In the film, music and television industry, an executive producer is the head producer who oversees the creation of a product, whether it be a film, program, audio broadcast, album, or theater performance. Executive Producers initiate, coordinate, supervise, and manage all aspects of the production process, including creative, financial, technological and administrative. They are involved throughout all phases of production from inception to completion, including coordination, supervision and control of all other talents and crafts and bring their network of relationships to help create the end product.

For the most effective results, books need Executive Producers as well.

With over 28 years in the publishing industry, Tina Jacobson brings in-depth experience of what it takes to bring a book from inception to market and that know-how is now available to the self-published author, seasoned veteran or non-profit organization. Whether it is a book waiting to be written or already completed, Tina's expert guidance can provide invaluable assistance in bringing it, or other product, to your intended audience.

Working in tandem with the Client, Tina will oversee every aspect of product development. (Execution and management of the PR, communications and marketing can be provided for an additional fee.)

As Executive Producer, Tina will provide:

- Oversight and management of the production of the product
- Create production timeline
- Recommend vendors for services outlined in strategy which may include:
  - Editor
  - Graphic design for of book (interior and exterior)
  - Typesetter
  - Printer/Publisher
- Manage and oversee execution of services by vendors or client staff

**Fee:** \$750 per month

Includes all services as specified above including availability via phone and email.

For an additional fee to be determined, Tina will be available to attend meetings in person. Client will also reimburse expenses for travel outside of the D/FW area. Additional expenses may include, but not be limited to, overnight or express mail charges, meeting room fees, printing costs, or any other approved expense incurred on the client's behalf.

Since 1987, The B & B Media Group, Inc. has provided specialized services that achieve the communications and public relations goals of each client. The Barnabas Agency, a division of The B & B Media Group, Inc., was formed in 2002 to come alongside ministries, organizations and individuals needing assistance and guidance with their overall public platform, strategy, branding and communications needs.

