



Nikola Hughes

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Profile

I am passionate about designing, producing and presenting creative content within the entertainment industry. I currently work as a freelance Assistant Producer at Greatest Hits Radio and Virgin Radio, as well as for video-production company Filmbright. I also present and produce two of my own radio shows on Essentials and Eirewave. My work experience in broadcast radio & audio production, alongside my heavy involvement in student media at university fine-tuned my organisational, communication, and problem-solving skills while fuelling my passion for content creation and collaboration.

My goal is to build on my current experience through taking on more challenging roles (full-time or as a contractor) in the media entertainment and broadcasting industry, that allow me to leverage my creative and organisational strengths.

Education & Qualifications

➤ **University of Leeds – 2018-2022**

- Distinction in Masters degree (“MA”) in Media Industries. My dissertation researched “How are podcasts produced by female presenters about femininity, sex and relationships influencing the real lives of young women between the ages of 18-25?”
- 2:1 Bachelor of Arts degree in English Literature & Theatre Studies

Experience

November 2022 – May 2023 (GHR), May 2024 – Present (GHR & VRUK)

Assistant Producer at Virgin Radio & Greatest Hits Radio

As a freelance Assistant Producer, I manage key responsibilities across a range of shows. At Virgin Radio, I collaborate with notable hosts like Tom Allen, Andi Peters, and Dick and Dom, and have also worked on Ryan Tubridy’s show. I oversee content preparation, driving the desk, incoming texts, and segueing the show using Zetta. My role also involves editing sound clips, hot keys, and podcasts on Audition, as well as managing timings across all Virgin stations, including VRUK, Pride, Anthems, Chilled, and 80s Plus. I regularly utilize Zetta for timing out at the end of the day and G-Selector to maintain schedule accuracy. I also work part-time on the ‘Simon Mayo’s Drivetime Show’ as a Broadcast Assistant and ad-hoc Assistant Producer. I provide behind-the-scenes support to ensure the smooth running of the live show and assist with content preparation, writing up the running order, caller screenings and other ad-hoc responsibilities.

June 2024 – Present

Producer at Filmbright

I work as a Producer and Assistant Producer across multiple filming projects, where I liaise with clients and organise and attend shoot days at a range of London universities. My responsibilities include scheduling the shoots, creating call sheets, interviewing students and staff, as well as overseeing the filming of shoot days.

January 2023 – May 2024

Production Assistant at Wisebuddah

Wisebuddah is one of the leading Radio audio-branding companies in Europe. I worked extensively with media partners, music producers and creative artists to make sure our jingle packages were completed on time and to a high level of quality. More specifically I was responsible for coordinating, planning and executing the production of the packages, as well as completing ad-hoc admin, production and research tasks.

October 2022 – Present

Radio Presenter on Essentials & Eirewave

As a weekend presenter for online stations 'Essentials' since October 2022 and 'Eirewave' since October 2023, I curate, record, edit, and host my shows every Sunday from 6-8 am and Fridays and Saturdays from 9-11 pm respectively. This role involves crafting engaging content and delivering captivating broadcasts to audiences. I also am occasionally responsible for preparing and reading the Morning Music News on Eirewave.

September 2021 – December 2021

Head of Publicity for Stage Musical Society's production of 'The Wedding Singer'

I oversaw all the marketing and publicity for Stage Musical Society's first semester performance. This included filming and editing behind the scenes videos, editing the headshots, designing and distributing leaflets and posters as well as posting promotional content on all their social media platforms.

September 2019 – May 2022

Leeds Student Radio

Presenter and Producer on Hometown and Breakfast radio Shows (September 2019-January 2022)

I was a regular member of the team presenting and producing these shows weekly for almost three years. This involved originating entertaining content and conversation to fill the two hour long shows, cueing up and playing the music, as well as the beds, sound effects and features that were played throughout the shows.

Head of Hometown on Leeds Student Radio Committee (September 2020-June 2021)

I identified, trained and managed a team of 15 students per semester to produce and present this weekday 2-hour program. This was particularly challenging during the pandemic when access to the studio was limited.

Host and Producer of the shows 'Music That Made Me' and 'The Sound of Musicals' (September 2020 – June 2021)

I conceptualised, produced, presented, and edited two of my own weekly shows on the station. On 'Music That Made Me' my co-host and I interviewed a different guest every week about the music that 'made' them who they are, and on 'The Sound of Musicals' I picked a different musical theatre theme per episode, and played songs and discussed trivia relating to the theme.

Skills

- Proficient in Zetta, Audition, Myriad, Playit, Garageband, iMovie, Keynote, Canva, Monday, and Microsoft Office Suite (Word, Excel, PowerPoint, Outlook).
- Strong teamwork and communication skills honed through collaboration with a range of clients, talent, producers, and office colleagues on live radio shows and audio packages.
- Demonstrated organisational, planning, and scheduling expertise, managing up to eight separate productions simultaneously at Wisebuddah. This involved coordinating international studio bookings, arranging travel logistics for singers and producers, while managing everyone's schedules and meeting stringent deadlines.
- Demonstrated ability to excel under pressure by successfully producing live radio shows featuring guests, callers, and on-air talent while keeping to strict timings.
- Experienced in management and leadership through leading a team of 15 for five weekly shows as part of the Leeds Student Radio committee. Additionally, served as head of publicity and choreography for the theatre society, showcasing effective leadership skills.
- Fluent in English and Hungarian at a native level. Holder of UK and EU passports.

Awards and Recognition

- National Student Radio Award Nominee for Best Entertainment Show for 'LSR Thursday Hometown'
- LSR Winter Awards Nominee for Best Show Branding & Speech Show for 'Music That Made Me'

GDPR Statement: This CV may be kept on file and distributed for employment purposes.