

Charlie Suhling

847 644 1827 

charliesuhling.com 

charliesuhling@gmail.com 

linkedin.com/in/charliesuhling 

Orlando, Florida 

EDUCATION

**THEATRE, THEMED
EXPERIENCE, MS**
University of Central Florida

**ENTERTAINMENT
MANAGEMENT, BS**
University of Central Florida

**HOSPITALITY
MANAGEMENT, BS**
Theme Park & Attraction Track
University of Central Florida

SOFTWARE

Adobe: Photoshop,
Illustrator, InDesign,
Lightroom, Premiere

Microsoft: Word, Excel,
Powerpoint, Teams,
Outlook, Access, Project

AutoDesk Maya

Final Draft, SketchUp,
SmartSheet, Egnyte

AWARDS

- » Universal Creative
Studio Kick-Ass Award
Q1 2024
- » Disney SALUTE
Challenge Coin
Recipient for Lake Nona
VA Project 2018
- » Six Flags Great America
Entertainment Team
Member of the Year
2013, 2015

ASSOCIATIONS

- » IAAPA
- » TEA

WORK EXPERIENCE

UNIVERSAL CREATIVE - ORLANDO, FL

Assistant Manager, Intellectual Property - Creative Strategy
2022-Present

- » Establish and maintain relationships with external brand partners/IP holders, serve as their primary contact for all communications regarding design and construction of theme park projects
- » Serve as brand expert for partner brand portfolio and Universal Destinations and Experiences
- » Track approvals for show elements and establish processes, templates, and systems for efficiency and efficacy
- » Plan and manage on-site partner reviews and communication streams to ensure successful project delivery via communication with Sr. Executives, Show Producers, Creative Directors, Translators, and construction/logistics teams
- » Support symphony (synergy) activation and portfolio consistency by being a liaison to the marketing, partnerships, entertainment, and creative teams

Intellectual Property Management Intern
Summer & Fall 2022

- » Manage IP approval process for show elements within a major theme park project
- » Ensure timely approval of IP submissions by coordinating with Creative Director, Art Director, Production Team, and Vendors to track progress on show/set elements
- » Assemble submission documents and design proposals (ranging from early concept to final appearance) to garner licensing/partner approval
- » Compose weekly project update decks to be shared with Creative Studio leadership team
- » Prepare detailed documents for Assistant Director of IP prior to site/shop visits
- » Organized 5,000+ IP assets, created a master directory to be utilized by all disciplines during theme park design process

WALT DISNEY WORLD - ORLANDO, FL

Decorator, Holiday Services
2018-2022

- » Led decor projects from concept ideation to installation via collaboration with Cast Members, leadership, and internal/external partners
- » Created prototype designs and oversaw mass fabrication to ensure detailed accuracy and quick turnaround
- » Communicated project milestones with department leadership, art direction, including recorded interviews with internal comms/external media partners
- » Featured in 2018's 'Decorating Disney Halloween Magic' on ABC Freeform's 31 Nights of Halloween programming

Craft Support Decorator, Holiday Services
2016-2018

- » Installed props, set decor, holiday overlays to Walt Disney World Parks, Resorts, Disney Cruise Line, and Disney Vacation Club properties
- » Assisted Decorators with the fabrication of holiday decor and props (theme paint, floral arrangement, body work/fiberglass repair, foliage prep, industrial sewing)
- » Created material and color boards for internal team consideration