

JULES MILLER

Conference, Event & Content Executive Producer, Market Analyst, Marketer & Strategist

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PROFESSIONAL SUMMARY

Conference, Event & Content Executive Producer, Market Analyst, Marketer & Strategist with an extensive background in producing/managing highly successful large-scale live conferences, events, webinars, community programs, content collateral, marketing campaigns/creative projects.

TOPIC SPECIALITIES

Topic Specialities: Intelligent Automation, Artificial Intelligence, Agentic AI, GenAI, Technology, U.S. Federal Government, the "*Intelligence Community*", Legal & Pharma - and highly versed at becoming a pseudo-SME on any topic within just a few days.

WORK EXPERIENCE

Freelance Conference, Event & Content Executive Producer, Market Analyst, Marketer & Strategist

Various Clients, NYC, N.Y., September 2025 - Present

- Similar job responsibilities as my previous jobs over the past 20-years.

Founder, Chief IA Insights & Community Liaison Officer - AI & Technology Community - Virtual/Live Events, Content & Community Programs IA FORUM, NYC, N.Y., July 2024 - Present

- Handle every aspect of developing/managing this AI & technology community startup business, i.e. - business plan; company branding; business model; marketing & sales collateral/creative assets; website; membership outreach & sales; operations; finances; producing, managing, facilitating, hosting webinars & live events; developing, designing and managing thought leadership & industry content; client relations/customer service; etc.

Executive Producer & Senior Market Analyst - Artificial Intelligence & Technology Conferences & Content IQPC, NYC, N.Y., July 2022 - July 2024

- Reported directly to the Managing Director - working closely with Heads of finance, operations, marketing & vendor/delegate sales.
- Produced large-scale in-person B2B conferences, summits, and events.
- Conducted extensive market research for conference project briefs and business & market analysis reports.
- Sourced, recruited, managed over 400 C-Suite and senior-level Fortune 100 speakers and advisory board members per year.
- Upheld strong relationships with speakers/advisory board members & collaborated on market research, agendas & thought leadership content.
- Designed, wrote, managed marketing campaigns - social media, marketing emails nurturing campaigns, etc.
- Developed, wrote, designed, managed conference agendas/programs, brochures, websites, content, marketing collateral & creative assets.
- Pre-event/on-site speaker and vendor sponsor PoC - managed session assignments, ensured deadlines were met, managed/conducted panel prep calls, and reviewed/approved session abstracts and PPT presentations.
- Managed pre-event/on-site logistics - production schedules, venues/hotels, F&B, event décor, floor layouts, staging, signage, exhibit hall/vendor booths, A/V, performance rehearsals, run of show, and crew/vendor/entertainment/talent/speaker/sponsor management.
- On-site Executive Producer, Host & Speaker/Sponsor Manager and PoC.

Freelance Conference, Event & Content Executive Producer, Market Analyst, Marketer & Strategist - B2B Conferences, Events & Content Various Clients, NYC, N.Y., August 2020 - July 2022

- Similar job responsibilities as my role of Executive Producer & Senior Market Analyst with IQPC.

Abridged Project List...

Senior Content Editor, Financial Times Live, Global Conferences & Events, Financial Times, 2021 - 2022 - *Technology Webinars*
Conference Producer, KENX, 2021 - 2022 - *Pharmaceutical Compliance Virtual Conference*

Executive Director & Chief Content Officer - AI & Technology Community - Virtual & Live Events, Content & Community Programs Insight Council, NYC, N.Y., August 2020 - July 2022

- Built a membership-based event, market insights, and professional community for enterprise AI & technology C-Suites/senior-level executives.
- Conducted extensive market research for conference project briefs and business & market analysis reports.
- Sourced, recruited, managed C-Suite and senior-level Fortune 100 speakers and advisory board members.
- Upheld strong relationships with speakers/advisory board members & collaborated on market research, agendas & thought leadership content.
- Produced virtual conferences, events, speaker interviews, and creative assets & thought leadership content.
- Designed, wrote, managed marketing campaigns - social media, marketing emails nurturing campaigns, etc.
- Developed, wrote, designed, managed conference agendas/programs, brochures, websites, content, marketing collateral & creative assets.
- Day of Event Producer, Moderator & Host - and virtual platform tech lead.

Head of Content Production & Executive Producer - Artificial Intelligence, Technology, Finance, HR & Marketing Conferences & Content Argyle & CFO Magazine, NYC, N.Y., September 2019 - August 2020

- Member of the Senior Management team, reported directly to the CEO, managing a team of 9 Conference Producers and 7 Marketers - and worked closely with the Editor in Chief and Heads of finance, operations, marketing, vendor/delegate sales, and business development.
- Complete oversight of conference, summit, webinar, event, and creative assets R&D, content management, production, and delivery.

- Conducted extensive market research for conference project briefs and business & market analysis reports.
- Sourced, recruited, managed over 300 C-Suite and senior-level Fortune 100 speakers and advisory board members per year.
- Upheld strong relationships with speakers/advisory board members & collaborated on market research, agendas & thought leadership content.
- Designed, wrote, managed marketing campaigns - social media, marketing emails nurturing campaigns, etc.
- Developed, wrote, designed, managed conference agendas/programs, brochures, websites, content, marketing collateral & creative assets.
- Pre-event/on-site speaker and vendor sponsor PoC - managed session assignments, ensured deadlines were met, managed/conducted panel prep calls, and reviewed/approved session abstracts and PPT presentations.
- Managed pre-event/on-site logistics - production schedules, venues/hotels, F&B, event décor, floor layouts, staging, signage, exhibit hall/vendor booths, A/V, performance rehearsals, run of show, and crew/vendor/entertainment/talent/speaker/sponsor management.
- On-site Executive Producer, Host & Speaker/Sponsor Manager.

Senior Conference Producer & Program Director, Large-Scale Conferences - Artificial Intelligence & Technology Conferences & Content
IQPC, NYC, N.Y., March 2015 - August 2019

- Similar job responsibilities as my role of Executive Producer & Senior Market Analyst with IQPC.

Freelance Conference, Event & Content Executive Producer, Creative Director, Market Analyst, Marketer & Strategist
The Event Bureau, (a.k.a. - Jules Miller), NYC, N.Y., 2001 - 2015

- Produced 5,000+ events & various content programs - conferences, summits, business networking functions, fundraisers/charity events, investor relations events/roadshows, corporate holiday parties, retail grand openings, destination management programs, product/program launches, etc.

Abridged Project List...

Executive Event Producer & Creative Director, “China Goes to Wall Street”, Zhou Enlai Peace Institute, 2011 - 2015

Event Manager, “2013 ING New York City Marathon”, New York Road Runners, 2011 - 2014

Regional Events Manager, Chase bank (J.P. Morgan Chase), NYC Tri-State Area, 2004 - 2007

Abridged Client List... Pixar Animation Studios, People’s Republic of China, Tough Mudder, Russell Investments, Milbank, and much more.

Vice President, Events & Business Development - India’s Initiative to Bid on Hosting the “2016 Summer Olympic Games”
IMG Academics Bharata, Hyderabad, India, 2003 - 2004

- Member of the Senior Management team, reporting directly to the CEO, managing a team of 4 Producers, 3 Marketers, and 2 Analysts.
- Managed event and marketing programs for a \$770M MoU between IMG and India to showcase their 5-star sports & entertainment complex, Olympic training academy, university, and urban development as a potential host city for the “2016 Summer Olympic Games”.
- Partnered with India Heads of State, Fortune 100 C-Suites & International Olympic Committee senior leaderships.
- Developed, wrote, designed, managed event and program brochures, websites, content, marketing collateral & creative assets.
- Produced diplomatic and large-scale community events (100 - 5000 attendees) - stakeholder receptions, concerts, cricket/tennis matches, etc.
- Managed pre-event/on-site logistics - production schedules; venues/hotels, F&B, event décor, floor layouts, staging, signage, A/V, performance rehearsals, run of show, and crew/vendor/entertainment/talent management.
- On-site Event Producer, Host & Client Manager.

Freelance Film, Commercial & Photo Shoot Executive Producer, Casting Director, Fashion Stylist & Art Director
Various Advertising Agencies & Production Companies, NYC, N.Y., 2001 - 2015

- Produced countless film, commercial, and photo shoots for Fortune 500 clients.

Abridged Project List... HBO Productions, BNY Mellon, Target, “The Sopranos”, Hungry Man, BMW, “Cool in the Code”, and much more.

Commercial & Photo Shoot Executive Producer, Production Manager, Casting Director & Assistant to Head of Production
Concept & Production Farm (Advertising Agency & Production Co.), NYC, N.Y., 2005 - 2008

- Created, managed budgets between \$300k - \$2M.
- Sourced, hired, managed production teams (100+ crew per shoot).
- Developed, managed pre-production/on-location film & photo shoot logistics - production schedules, call sheets, tech scouts, venue/location management, performance rehearsals, shooting schedules, vendor/crew/talent management, ground/air travel, lodging, F&B, and agency staff/crew/talent management.
- On-location Executive Producer & Client Manager/PoC.

Abridged Client List... Bank of New York, Ford Motor Company, NASCAR, Hummer, Home Depot, ESPN, New York Lottery & much more.

Events & Marketing Director - Highly Exclusive & Private Wall Street Social Club
New York Stock Exchange & Stock Exchange Luncheon Club, NYC, N.Y., 1999 - 2001

- Produced, managed NYSE trading floor/SELC membership events - IPO ceremonies, retirement parties, cocktail receptions & dinner parties, etc.
- Developed, managed marketing campaigns - and developed, designed, wrote various marketing collateral and creative assets.
- Produced the “Windows of Hope” charity dinner and silent auction, successfully raising \$5M+ for the “9/11 Family Relief Fund”.
- Managed pre-event/on-site logistics - production schedules, F&B, event décor, floor layouts, staging, signage, A/V, performance rehearsals, run of show, and vendor/crew/entertainment/talent management.
- On-site Event Producer, Host & Client Manager/PoC.

Events Director, Table for Six, San Francisco, C.A., 1994 - 1999 - *Exclusive & High-End Social Club*

Event Producer, Mile High Adventures & Entertainment (NOT the Mile High Club!), San Francisco, C.A., 1992 - 1994 - *Exclusive Social Club*

EDUCATION

Associates in Fashion Merchandising, Fashion Institute of Technology, NYC, N.Y.