

Experience.

Tainted Tea (March 2009 to present)

Editor & Publisher

Choose and edit fiction, poetry, and art submissions for publication.

Design magazine's layout, Web site, and promotional material.

Promote magazine by writing blog and social media content, holding contests, and distributing press material.

Electronic Ink (Nov. 2007 to Sept. 2008)

Communications Intern

Assisted Communications Department with administration, organization, and marketing projects.

Wrote and distributed press releases for new hires and company events.

Copy-edited print documents and Web site material.

The Temple News (Jan. 2006 to May 2008)

Out & About Reporter

Wrote articles: museum reviews, music reviews, band profiles, and fitness.

The Compendium: Philly's Music News (Sept. 2006 to Jan. 2008)

Writer

Wrote band profiles and album reviews.

Photographed bands at live shows.

Promoted magazine at music festivals and shows.

Decibel Magazine (May 2007 to Nov. 2007)

Intern

Promoted magazine through social networking sites.

Assembled renewal notices to subscribers.

Assisted editorial staff with administration and organization projects.

Skills.

Microsoft Office

Adobe Photoshop

Adobe InDesign

Adobe Dreamweaver

Final Cut Pro

Photography

Basic Adobe Illustrator

Basic Flash

Education.

Temple University

Bachelor of Arts, Journalism

ACTIVITIES: Ed2010 (magazine publishing club)

STUDY ABROAD: British Mass Communication Seminar in London, England