

OLIVIA EMILY

OliviaEmilySydney@gmail.com ~ 07754598959 ~ [linkedin.com/in/olivia-emily](https://www.linkedin.com/in/olivia-emily)

View my online portfolio and blog at olivia-emily.com

RELEVANT EXPERIENCE

- Freelance journalist
 - *The Independent, Peach Street*
 - Experience writing media news reports and features
- Deputy Editor of *Varsity*, Cambridge's student newspaper (December 2019–present)
 - Oversee multiple sections, including News, Opinion and Features
 - Editing, commissioning, writing
 - Term time weekly print setting with Adobe InDesign
 - Launched Features series 'Love Letters to Cambridge' (28 articles edited and published by me in two weeks) amidst coronavirus pandemic
- News Associates summer school (2 weeks, August 2020)
 - Developed news writing, interviewing, feature writing and review writing skills
- Lifestyle blog (olivia-emily.com)
 - Personal writing about fitness, health, entertainment, fashion and education
- Co-editor of *Eliot's Face*, art magazine for Jesus College, Cambridge
 - Curated and published a special lockdown/20th anniversary edition
- Blog of book reviews launched in July 2015 and maintained until October 2018 (libroliv.wordpress.com) – engaged directly with companies and writers as well as posting regular book reviews

RELEVANT SKILLS

Editorial Sharp eye for grammatical errors. Have undertaken unpaid proofreading.	Attention to Detail I study English Literature, and academic reports call my writing 'scrupulous' and 'diligent'.	Social Media I write social media trails for <i>Varsity's</i> Facebook and Twitter accounts.	Creativity I have had my poetry published and written novel-length works.
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OTHER EXPERIENCE

- Incoming festival director, John Hughes Arts Festival, Jesus College, Cambridge
 - Previously Head of Gallery for 2020's festival, Evergreen, the most successful year of Jesus College's annual arts festival
 - Lead a team, create graphics, select art, manage budgets, run events
- Coxing Captain at Jesus College Boat Club (June 2019–May 2020)
 - Coxes Jesus College's first men's boat and competed in national races
 - Taught novices how to cox and had the highest uptake and retention rate in recent years
 - Organise social events to encourage retention and welfare
- Retail work at Muse Shoes and Paperchase; also worked as Assistant Buyer for Muse Shoes.

EDUCATION

English Literature, Jesus College, University of Cambridge (2018-present)

Incoming finalist. 3rd year papers: 2 dissertations, Lyric, Tragedy, Practical Criticism and Critical Practise. Activities and societies include: Coxing Captain for Jesus College Boat Club, assessor for Cambridge Summer Schools in China.

Wickersley School and Sports College (2011-2018)

A*AA in English Language, English Literature and Geography, respectively; A* EPQ and school's EPQ award; 11 GCSEs grade A*/A; Head Girl; editor of student newspaper, *Wickersley Word*; Director of Sixth Form Studies award.