

Georgiana de Rham

Human Interest and Lifestyle, Social Media Content, Creative Nonfiction

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Freelance Employment

May 2017 - Present

Bruce Levitt, Cornell University Professor (former)

- Assisted on grants for two independent films. Work included researching grant opportunities and creating written content

Constant Content, Online/Remote Platform

- Author, "Making the Most Out of a Weekend Retreat;" article published for full rights

Illegal Art, New York, NY (remote)

- Researched participatory public art installations, festivals and movements; corresponded with those organizations on behalf of Illegal Art

***The Chronicle of the Horse*, Middleburg, VA (remote)**

- Author of human interest pieces for the publication's website; work included article development and article proposal, interviewing candidates, and finalizing written content

Other Work Experience

Philo Ridge Farm & Livestock; Charlotte, VT

Produce Coordinator, February 2020 - October 2020

- Assisted in the establishment of the online store and outdoor farmstand to meet all Covid-19 challenges and CDC regulations while continuing to offer fresh vegetables to the community, served customers at the outdoor farmstand
- Updated weekly communications regarding proper crop handling, quality control, and appropriate display and packaging to all farmstand employees, as well as employees responsible for online store pre-order fulfillment; developed a promotion plan each week to highlight seasonal produce via social media and the weekly newsletter
- Participated in organizing and leading charitable initiatives: food donations to frontline health care workers, donations to Black Lives Matter protesters, donations to the NAACP, and company-wide anti-racism work via the Food Solutions New England 21 Day Racial Equity Habit Building Challenge
- Managed produce inventory on a weekly and monthly basis, ran weekly sales reports and performed diligent record keeping in the online store inventory database
- Liaison between market garden and the farm market; performing quality control, packaging, display, inventory and marketing of organic produce

Philo Ridge Farm & Livestock; Charlotte, VT

Events Manager, May 2019 - February 2020

- Wrote copy and content for the farm's newsletter and advertisements in the local paper, and managed the farm's social media accounts, including Instagram, Facebook, and Twitter; updated and edited the farm's website to promote farm events, with the assistance of the Marketing director; represented Philo Ridge on NBC 5 News and the WCAX program, *Across the Fence*
- Organized and executed events: corporate dinners and retreats, children's programs, public farm tours, and charitable fundraisers on a regenerative farm; coordinated operations between food and beverage, livestock and market garden departments to ensure well-organized and successful events; built relationships with local organizations to host collaborative and educational events for the community

- Developed an events program budget and provided timely price estimates and invoices to clients; participated in weekly managers meetings to discuss strategic planning, financial, and operational goals for Philo Ridge Farm
- Main point of contact with all clients; managed weekly emails and daily communications to farm staff regarding on-site events and programming, working closely with other department managers

Cornell Annual Fund; Ithaca, NY

Management Team, August 2013 - June 2015

- Supervised paid student phoning program at Cornell that raises over \$1 million every year
- Trained, motivated, reviewed, and advised over one hundred callers
- Organized the communications and information committee during the Fall 2013 and Spring 2014 semesters, distributing information about the program's goals and progress to the callers
- Directed and organized the training of all newly hired callers during the Fall 2014 and Spring 2015 semesters

Coach, Spring 2013

- Instructed student representatives in calling technique and program policies, reviewed individual caller progress

Student Representative, Spring 2012 - Fall 2013

- Called alumni to request their support of the university, worked as a liaison for alumni affairs and development

Equestrian Industry Employment

Glenview Stables; Wellington, FL

Assistant Rider, January 2017 - April 2019

- Riding and jumping show jumpers and hunters for sport and sale, teaching and competing
- Management of stable's Facebook page
- Assistance in stable with horse care and employee management
- General paperwork and record keeping

Ilan Ferder Stables; Wellington, FL

Flat Rider, Social Media Coordinator, October 2017 - December 2017

- Ran Facebook and Instagram pages for the stable
- Assistant to the main stable manager with organization of the daily schedule, horse and employee management, riding and exercising high level show jumpers

John Madden Sales, Inc.; Cazenovia, NY

Professional Show Groom, May 2015 - August 2017

- Experience working independently and with a team
- Riding, grooming, management, and some teaching experience
- International travel to Europe and Canada
- Daily record keeping and horse recording, general paperwork

Education

Cornell University, Bachelor of Arts, May 2015

Honors:

- Summa Cum Laude in English with Distinction in All Subjects; GPA: 4.0
- Phi Beta Kappa Society - Top 10%, College of Arts & Sciences
- Quill & Dagger Senior Honor Society - selected by students and alumni based on leadership, service, & character
- Red Key Student Athlete Society - selected by students and coaches based on character & community service
- 400 Club - recognized as a student-athlete with a 4.00 GPA

Varsity Women's Equestrian Team, 2011 - 2015

- Co-captain in 2014 & 2015
- Qualified for competition at a national level in Intermediate & Open divisions in 2011, 2014, & 2015

Volunteer Experience**June 2019 - Present**

- Vote Forward, Remote
- The Green Mountain Club, Waterbury, VT
- Postcards To Swing States, Remote
- The Farm at VYCC, Bolton, VT
- Feeding Chittenden, Burlington, VT
- The Charlotte Senior Center, Charlotte, VT

Relevant Skills and Interests

- Strong interpersonal skills
- Strong editing and copywriting skills
- Experience with Mailchimp, Squarespace, Microsoft Suite, Google Suite, and Box tools
- Long distance running, backpacking, cycling, reading, writing

References available upon request.