

## CONTACT ME

☎ (909) 548-9234

✉ Makayla.Richardson.News@gmail.com

📄 makaylarichardson.journoportfolio.com

## SKILLS

- Adobe Premiere Pro, Audition, Photoshop
- AP Style Writing
- Broadcast and print writing
- Detail-oriented
- Meeting deadlines
- Podcasting
- Video and Photo journalism
- Producing with Ross Inception

## EDUCATION

### Bachelor of Science Journalism

Northern Arizona University

August 2021- May 2025

Minor in Public Relations,  
Honors College Student,  
Dean's List since Fall 2021

## REFERENCES

### Dr. Brian Rackham

NAU School of Communication,  
Associate Professor of Practice

Phone: (480) 280-7716

Email: brian.rackham@nau.edu

### Terry Moore

OC Fair & Event Center,  
Communications Director

Phone: (714) 371-6268

Email: tttmoore@gmail.com

# Makayla Richardson

## Journalist

## WORK EXPERIENCE

### News Director

January 2022-Present

### NAZ Today I Flagstaff, AZ

Assisted in creating Broadcast Education Award winning newscast, anchored weekly shows, forecasted live weather segments, produced news broadcasts, wrote readers in broadcast terminology, trained new reporters, conducted on-camera interviews, planned interviews, wrote, edited and voiced weekly packages.

### News Manager

August 2023-Present

### KJACK Radio I Flagstaff, AZ

Managed news department of radio show, trained newcomers on how to operate radio booth and write news segments for radio, extensive knowledge on operating radio booth, conducted independent radio show.

### Features Writer

August 2022- Present

### The Lumberjack I Flagstaff, AZ

Wrote feature pieces dedicated to showing the community and humanity of members of Flagstaff. Communicated openly with sources before, during and after interview to maintain relationships in the local community. Worked with editors on critiques of articles.

### Production Assistant

May 2023-June 2023

### BREDA Workshop I Flagstaff, AZ

Assisted in writing for broadcast, reporting, and on-camera talent training for the BREDA Workshop at Northern Arizona University. Educated foreign exchange students from Breda University of Applied Science on how to conduct a television broadcast similar to that of NAZ Today.

### Communications Intern

May 2022-August 2022

### OC Fair & Event Center I Costa Mesa, CA

• Maintained social media accounts, oversaw an increase in Instagram and Tiktok follower counts, Published news and press releases, wrote weekly newsletter, photographed grounds and events, undertook filler jobs to make sure Fair flowed smoothly, Recipient of Employee Spirit Award