

# Amelia Roberts

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## EDUCATION

Bachelor of Science in Multiplatform Journalism  
April 2023  
Bowling Green State University  
Minor: Popular Culture

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## PROFESSIONAL EXPERIENCE

July 2023-Present

News Producer

WTOL 11 and FOX 36, Toledo, Ohio

- Select and organize 50+ stories in four 30 minute long broadcasts from 7 to 9 AM on weekdays.
- Write scripts, select video and design blocking and showcasing for 30+ stories within broadcasts.
- Produce live broadcasts including assisting talent, monitoring timing and updating stories as they develop.

Public Information Intern

August 2022-July 2023

Ohio Department of Transportation, Bowling Green, Ohio

- Wrote press releases to communicate information to citizens of Northwest Ohio and the media.
- Designed monthly newsletters using Canva sent to 100+ company employees.
- Created weekly informational graphics and monetized advertisements for social media using InDesign that each gained 5,000 to 8,000 views.

Lifestyle Content Director

May 2021-May 2022

Falcon Media, Bowling Green, Ohio

- Managed a team of eight interns and reporters by holding pitch sessions and assigning stories.
- Ensured daily lifestyle, popular culture and opinion content was posted to the website using WordPress.
- Copy edited stories for print in The BG News and broadcast writing for Falcon Media.

Opinion Editor

August 2020-May 2021

The BG News, Bowling Green, Ohio

- Wrote two stories per week about politics, current events and lifestyle for print in The BG News & website.
- Pitched three to five story ideas per week for the lifestyle section in The BG News.
- Created supplemental graphics using Canva to accompany each story.

Intern

August 2021-December 2021

Adams Street Publishing, Toledo, Ohio

- Wrote and copy edited two articles per week about upcoming events and community outreach programs for print in The Toledo City Paper, Toledo Parent, Ann Arbor Family and Findlay Area Living.
- Conducted one to two interviews per week with local experts and prominent figures in Northwest Ohio.
- Researched local upcoming events to update the city calendar on the Toledo City Paper website.

Writer

April 2020-April 2022

The Odyssey Online, Remote

- Wrote 20+ stories about lifestyle, popular culture and current events that each gained 1,500 to 8,500 views.
  - Uploaded stories with accompanying images and SEO onto website using a CMS system.
  - Advertised stories independently through social media platforms.
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## AWARDS AND HONORS

- Dean's List: Three semesters
- Thompson Working Families Scholarship Recipient
- University Freshman Academic Scholarship Recipient

## SKILLS AND TECH

- Adobe Creative Suite
- AP Style
- Appspace
- Audacity
- Basic coding
- Basic HTML
- Canon Rebel T6i
- Canva – graphic design
- ENPS
- iMovie
- LogPlayer
- Meta Business Suite
- Nikon DSLR camera
- SEO
- WordPress