

Education

Michigan State University - September 2021 to Present

Bachelors in Professional and Public Writing, Minor in Public Relations
GPA: 3.9, Honors program

Professional Experience

Lansing Poetry Club

Social Media Intern

East Lansing, MI

January 2023- Present

- Developed and implemented social media accounts across multiple platforms to increase awareness and attract new members.
- Created and analyzed digital content for such social media platforms as Facebook, Instagram, and TikTok, increasing social media impressions by 25% over two months.
- Redesigned club logo to better align with the current club branding.

VIM Magazine

Copy and developmental editor

East Lansing, MI

September 2021- Present

- Examined, revised, and reworked articles pertaining to fashion, health, and lifestyle in a quick and effective manner to finalize pieces for release.
- Collaborated with various teams within the magazine by offering content advice to maximize publishing potential.
- Ensured the quality and quantity of the articles published by fine-tuning rough drafts and overseeing the editorial direction of the piece to fit the voice of the magazine.

Amazing Crepes:

Team Member

Whitefish, MT

April 2022- Aug. 2022

- Communicated with and assisted customers in a polite and open manner to ensure effective customer service.
- Oversaw and handled point-of-sale transactions within the establishment by carefully handling cash and card operations to aid in business revenue functions.
- Obtained training in dietary terminology, preparation, safety, and sanitation through weekly meetings in order to ensure the quality of products sold.

For Crepe's Sake:

Team Member

Lansing, MI

November 2021-March 2022

- Staged and provided content for social media posts by creating and submitting content for media platforms in order to increase platform engagement.
- Served in-person customers, answered inquiries over the phone and referred customers to appropriate assistance in a timely and welcome manner in order to manage the high-volume work environment.
- Oversaw cleanliness and safety of the space by performing routine spot checks throughout the building to ensure the building was up to health code.

Skills

• content creation • copy and developmental editing • communication

