

OLIVIA GRIFFIN

Recognised as 'Best Journalist' in Wales by the Student Publication Association.

Deputy Editor of *Quench Magazine*. Bylines in *Country & Town House Magazine*, *Cardiff Life Magazine*, *South Wales Argus* and more.

Contact

- ✉ oliviamgriffin@outlook.com
- 🌐 www.oliviagriffinjournalo.com
- 🌐 www.linkedin.com/in/olivia-griffin

Skills

- Feature Writing & Investigative Journalism
- Editing & Proofreading
- Interviewing & Research
- WordPress & Digital Publishing
- Social Media & Content Strategy
- Adobe InDesign & Canva
- Customer Service & Administration

Awards

SPA Regional Awards 2025

- BEST JOURNALIST

Cardiff CSM Awards 2024

- BEST ARTICLE (Runner-Up):
Fashion Whispers Resistance: The History of Rebellious Clothing
- BEST SECTION (Runner-Up):
Fashion, Quench Magazine

Education

Cardiff University | 2022 - 2026

- BA English Literature

Swansea University | 2024

- Cambridge CELTA (Level 5 Teaching Qualification)

Ralph Allen School | 2019 - 2021

- A-Levels: English Literature (B), Religious Studies (B), History (C)

Work Experience

● Writer | *Cardiff Life Magazine* | 2025 - Present

- Covering local culture, lifestyle and business stories.

● Digital Content Creator | *Cardiff University* | 2025

- Writing engaging student life articles, meeting deadlines and optimising content using SEO analytics for maximum reach.

● Fashion Writer (Internship) | *Country & Town House Magazine* | 2024

- Researched and wrote articles on luxury lifestyle, fashion and interiors for print and digital. Conducted fact-checking and proofreading for high-profile features and interviews. Analysed market trends to inform editorial decisions.

● Features & Lifestyle Editor | *Empoword Journalism* | 2023 - Present

- Curate and edit lifestyle features, ensuring alignment with editorial standards. Manage contributor pitches and weekly content call-outs.

● Deputy Editor-in-Chief | *Quench Magazine* | 2024 - Present

- Manage a team of 40+ contributors, editors, designers, illustrators and photographers. Oversee content creation, workflow and editorial direction.

● Fashion Section Editor | *Quench Magazine* | 2023 - 2024

- Led content strategy, edited articles and managed digital and social media. Designed fashion content aligned with the magazine's editorial style.

● News Reporter (Internship) | *South Wales Argus, Newsquest* | 2023

- Reported on breaking news and feature stories in a fast-paced newsroom.

Other Work Experience

- Student Services Assistant | *Kaplan International Languages* | 2024
- Reservations Assistant | *Thermae Bath Spa* | 2023
- English Language Tutor | *Conversation Over Borders* | 2022 - 2023
- Sales Assistant | *Urban Outfitters* | 2021 - 2023
- Senior Sales Assistant | *The Kooples* | 2021
- Receptionist & Housekeeper | *Harington's Hotel* | 2019 - 2021