

# Maggie Vaughn

mavaughn211@gmail.com • 973-900-4281 • NYC Metro • www.linkedin.com/in/maggie-vaughn

---

Recent graduate from Boston College Cum Laude with a BA in Communications and English with a minor in Journalism. Deep passion for writing, successfully ran a large on campus publication, engaged team members, experienced in non-profits, proficient in social media marketing, skilled in editing, motivated by impact.

## RELATED EXPERIENCE

---

**Editorial Assistant**, Alliance for Trust In Media | Montclair, NJ **September 2024 - Present**  
Spearheading support for the Founder and Executive Director of a non-profit focused on re-establishing public trust in national journalism. Executing communications, social media marketing, and publicity for the organization and its affiliated podcast. Booking guests for podcast and initiating outreach to potential donors.

**Contributing Journalist**, Montclair Local | Montclair, NJ **May 2024 - Present**  
Writing for Montclair's local newspaper, covering business, town events, and local politics.

**Editor-in-Chief**, The Gavel | Boston College **January - December 2023**  
Leading Boston College's newspaper. Facilitating editorial direction, club organization and collaboration, and oversight of the publication process. Directing the editorial board to enhance each individual section. Managing weekly all-publication and weekly editorial board meetings.

**Digital Marketing Manager**, Impact.Vote | Natick, MA **June 2020 - January 2021**  
Successfully conducted social media content strategy and member acquisition campaigns for an online voter activation platform start-up targeted to young voters. Collaborated with the executive team to build a marketing strategy. Directed the production of videos for advertising campaigns.

## OTHER EXPERIENCE

---

**Administrative Assistant**, Registrar Office | Boston College **June 2022 - May 2024**  
Aided, organized and collaborated with the Registrar's Office. Implemented support for the head Registrars for each individual college.

**Orientation Leader**, Office of First Year Experience | Boston College **May - September 2022**  
Selected from hundreds of applicants to lead Freshmen Orientation sessions. Adept in leading small groups of first-year students through an intensive three day experience throughout the summer. Fostered small group discussions of equity and inclusion, transitioning to college, and identity. Collaborated with a team of 40 individuals.

**Administrative Assistant**, Chris Casey and Company | Montclair, NJ **June - August 2021**  
Organized affairs for the owner of a small business catering company. Responsibilities included managing scheduling, doing payroll for employees and contractors, completing rental/food orders, and general company administration.

## EDUCATION

---

**Boston College** **August 2020 - May 2024**

- Bachelor of Arts: Communication and English, Minor in Journalism
- GPA: 3.718, Cum Laude, Dean's List: First Honors

**Montclair High School** **Sept. 2016 - June 2020**

- GPA: 4.3, National Honor Society

**Skills and interests:** Proficient in: Microsoft Office and Google Suites, Wordpress, Airtable, Canva, Mailchimp, Intermediate French | Skiing | Reading | Creative writing | Travel | Vintage vinyl