

BRENNA MARQUIS

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OBJECTIVE

Seeking an entry level position in public relations and content marketing that will utilize my attention to detail and responsiveness. Looking for a positive, team oriented, meaningful role in a professional environment.

PROFESSIONAL SKILLS

- Adobe Creative Suite
- Analytical & critical thinking
- Content marketing
- Diligence
- Editing & proofreading
- Microsoft Office
- Public relations & communications
- Research & writing
- Storytelling

WORK EXPERIENCE

WellSpark Health

Farmington, CT

Intern – Public Relations

June 2019 – January 2020

- Composed digestible and educational video scripts concerning health conditions of the elderly, chronic illness, and wellness. Developed a script template for future uses.
- Produced a whitepaper report concerning psychosocial barriers that prevent wellness. Researched, interviewed, wrote, and presented topic.
- Constructed an accessible inventory of all health education-based media into one spreadsheet.
- Wrote blog posts on company's LinkedIn page.

ConnectiCare Inc.

Farmington, CT

Intern – Public Relations & Grant Research

June 2019 – August 2019

- Proficiently searched for grants using sites such as Grants.gov and GuideStar. Examined fit, compiled into an effective spreadsheet, and presented findings.
- Relayed messages company-wide through email, welcome screens, and through the internal company site.
- Attended sponsored-events and represented ConnectiCare. Took photos for company social media.
- Created and developed projects presented to senior staff and leadership team.
- Offered internship extension beyond program period.

EDUCATION

Framingham State University

Framingham, MA

Bachelor of Arts in English, Minor in Communications

August 2016 - May 2020

- Graduated with a 3.5 GPA.
- Relevant Courses – English Grammar, Grant Writing, Introduction to Journalism, Professional Writing, Public Relations, Writing for Visual Media.

LEADERSHIP & VOLUNTEER ACTIVITIES

- Varsity Sport (2016-2020) – Earned captainship on Framingham State University's Division III volleyball team. Developed and executed team goals. Devised and implemented team bonding activities. Fall Sportsmanship team (2018).
- Operation Recognize (2019) – Recruited fans at the Travelers Championship to show support for overseas military personnel. Took and distributed photos and videos. Exhibited organization and focus.
- Junior Achievement (2019) – Presented a targeted lesson to 5th grade students regarding business and future career goals. Demonstrated leadership, patience, encouragement, and enthusiasm.
- Student Athlete Advisory Committee (2019) – Represented Framingham State's volleyball team by participating in thought provoking dialogs regarding student athlete related issues.
- Mass Premier Club Volleyball Coach (2017-2018) – Establish self as a role model and mentor while influencing female athletes to build confidence and athletic skill. Collaborated with athletes, parents, and tournament staff.