

**OBJECTIVE (OPTIONAL)**

To secure a social media internship at XXX to apply my experience in developing and posting content on social media and websites, corresponding daily with current and potential customers, and planning and implementing major events

**EDUCATION**

Bachelor of Science, Communication, East Carolina University, Greenville, NC May 2020  
Concentration, Interpersonal and Organizational Communication  
G.P.A. 3.5, Dean’s List, Chancellor’s List, School of Communication Merit Scholarship  
Study Abroad, University of Madrid, Madrid, Spain

**SKILLS**

Social Media	Website Support	InDesign
Media Writing	APA Style	Writing
Public Speaking	Event Planning	Adobe Illustrator

**RELEVANT EXPERIENCE**

City of Greenville, Greenville, NC Summer 2020  
Communication Specialist Intern (Virtual)

- Created and posted content on city website, social media, blog, and printed materials to promote city events
- Produced and maintained content calendar of community events and distributed to local media channels to promote on television, radio, and print
- Tracked email and social media engagement to evaluate community interest and presented findings at weekly meetings to department heads
- Wrote and distributed press releases to local and regional radio, tv, and newspaper to generate excitement and interest in upcoming events

Public Relations Student Society of America, ECU, Greenville, NC September 2019-2020  
Promotions Chair (Virtual)

- Designed and posted weekly tweets to over 600 followers to enhance interest in membership
- Updated website to assure information was current and relevant to followers and potential members
- Developed and implemented campaigns to promote specific events utilizing website, social media, campus radio, campus newspaper

XYZ Sorority, ECU, Greenville, NC August 2016-May 2017  
Events Chair

- Planned, coordinated, and implemented recruitment events resulting in 22% membership increase
- Motivated committee of 10 members to plan and host a series of fundraising events that raised \$6,000 to support the Homeless Shelter

**ADDITIONAL EMPLOYMENT**

Campus Bookstore, Cashier, ECU, Greenville, NC August 2017-May 2018  
Eat Your Veggies, Server, Riverwood, NC Summers 2013-2016

**SELECTED LEADERSHIP/CAMPUS ACTIVITIES**

Spanish Club, President, ECU August 2018-2019  
Alternative Spring Break, Quito, Ecuador Spring 2018