First and Last Name

Town, NY Zip | Phone | Email | Link to LinkedIn or Portfolio

**EDUCATION**

State University of New York at New Paltz, New Paltz, NY Expected May 20XX

**Bachelor of Arts in** **Journalism**

* GPA: 3.7/4.0
* Relevant Coursework: Media & Diversity; Feature Writing; Media Ethics; Multimedia Editing and Publishing

**SKILLS**

Professional: **Interviewing, news writing, proofreading, copywriting, research**

Software: **Avid Media Composer**, **Adobe Premiere**

Hardware: **DSLRs, Audio Field Recorders**

Tools: **Hootsuite, Wordpress, Google Suite, Microsoft Office**

Languages: **Spanish** (advanced)

**RELEVANT EXPERIENCE**

The Legislative Gazette, Albany, NY August 20XX-Present

**Reporter**

* Report on New York State political developments for a statewide audience
* Collaborate with a team of reporters to research legislative issues, analyze policy impacts, and share findings for publication
* Conducted 5 interviews with New York State elected officials and policy makers
* Cover press conferences, legislative sessions, and political events at the State Capitol; schedule interviews and maintain communication with lawmakers’ offices

The New Paltz Oracle, Official Student Newspaper, New Paltz, NY

**Feature Writer**  September 20XX-December 20XX

* Published 6 feature stories, including 1 cover story
* Provided compelling coverage of both anticipated and spontaneous news for print and online media
* Interviewed 6 local politicians, university police officers, and business owners about contentious town safety issues

NYC Lean In, Manhattan, NY

**Journalist Intern** June 20XX-August 20XX

* Recorded and transcribed weekly telephone interviews with members of NYC Lean In; summarized content for editorial planning
* Wrote and submitted original weekly articles for the organization’s blog

**LEADERSHIP**

Union Programming Council, New Paltz, NY

**Event Historian**  September 20XX-Present

* Provide photography coverage of on-campus events for the Union Programming Council; maintain the organization’s social media presence through Twitter and Instagram by creating and posting 5 posts per month

Educational Opportunity Program

**Peer Mentor**  Aug 201XX-Dec 20XX

* Fostered relationships with 3 mentees during their transition to college life
* Served as a liaison between advisors and students, and promoted academic and lifestyle balance through individual and small group coaching