

# COM LEADERSHIP & STRATEGY SPARTAN

com.spartan@gmail.com | 517-555-5555 | linkedin.com/in/comspartan

555 Spartan Avenue, East Lansing, Michigan

## EDUCATION

---

**Michigan State University**, East Lansing, MI

May 2024

Bachelor of Arts, Communication Leadership Strategies

Minor, Public Relations

## EXPERIENCE

---

**Student Intern**

January 2022 – Present

University Communications | East Lansing, MI

- Pitch, write, edit and post 2 articles per week to engage alumni and other constituents
- Source and interview 20 students a semester to gain their perspectives and create a platform for diverse conversation
- Create and edit video content of campus events to be posted for public consumption via Instagram, Facebook, and MSU Today

**Communications Intern**

September 2021 – December 2021

Truscott Rossman | Lansing, MI

- Worked with client representatives and event vendors to plan press conferences for 50-200 people
- Developed and presented website branding plan for local company to increase accessibility
- Assisted in writing and proofreading news releases for future publications

**Digital Intern**

May 2021 – August 2021

House Democratic Caucus | Washington, D.C.

- Photographed events and created a stock database of images to be used for publications
- Supported the digital team in livestreaming events by checking for sound quality and operating cameras to ensure successful streaming for over 2,000 viewers
- Created engaging Instagram content and responded to comments from constituents

## AFFILIATIONS

---

**UCA**, Member

May 2021 – Present

**Michigan State University Model United Nations**, Member

September 2021 – Present

## SKILLS

---

Proficient spoken and written Spanish

Adobe Creative Suite

Adobe Premiere Pro