



Objective

Experienced digital communicator seeking the opportunity to optimize communication efforts

Experience

Communications and Marketing Manager, Oklahoma CareerTech 2019 - 2020

- Manage Communications and Marketing, Educational Technology Resources and Creative Services units, overseeing all communication efforts

Digital Media Specialist, Oklahoma Health Care Authority 2013 - 2018

- Produce high-quality written content for digital and traditional use, including social media.
- Create and maintain digital strategy for the agency.
- Collaborate with internal and external partners to generate digital content.
- Regularly maintain and update official agency websites.

Reader, Oklahoma Press Association 2011 - 2013

- Search newspaper database for keywords referring to OPA clients; send clips to clients

Copy Editor, Tate Publishing 2010 - 2011

- Edit incoming manuscripts for grammar and style.

Co-Editor-in-Chief, The Vista (University of Central Oklahoma) 2007 - 2009

- Responsible for managing a staff of 15-20 to produce up to two issues every week.
- Conduct interviews with university leaders from the president to students in order to provide in-depth newspaper content.

Student Assistant, Max Chambers Library (University of Central Oklahoma) 2007 - 2009

- Regularly assisted patrons with checkout and signing out library materials
- Shelved books throughout the library

Education

Southwestern Christian University 2012-2013

I obtained a Master of Arts in Theological Studies from SCU as part of an eventual pursuit of a Master of Divinity.

University of Central Oklahoma 2005-2009

I obtained a Bachelor of Arts in Journalism from UCO in pursuit of a career in written communications.

Skills

Social Media (Facebook, Twitter, Google+, LinkedIn, Pinterest, Instagram, YouTube, etc.); Hootsuite; Digital Analytics (Hootsuite; Google Analytics); Digital Strategy and Execution; Client Relations; SEO; Email marketing; Mailchimp; Website Content Development



References

Daryn Kirkpatrick, Strategic Communications, Oklahoma Health Care Authority, 405.314.1790

Ed Long, Vice President, MetaFunds, 405.922.7580

Nico Gomez, Chief Executive Officer, The Children's Center, 405.789.6711