**INDIA ROSE KUSHNER**

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SUMMARY: An effective communications consultant with proven expertise in research, marketing, writing, editing, and project management. An acute eye for detail and superb organizational skills, as demonstrated in deadline-heavy editorial background.

RELEVENT EXPERIENCE:

First Impressions Coordinator, Spark September 2019-March 2020

* Provided administrative support to Community Manager and Director; prepared spaces for opening and closing; restocked coffee and other supplies
* Edited community emails; worked with member on daily issues; performed inventory; shared member and Spark news on Slack

Staff Writer, The Tempest January 2019-February 2020

* Pitched, developed, and worked with editorial team to create original content; edit articles and prepare for publication

 Editorial Fellow, The Tempest September 2018-December 2018

* Pitched, wrote, and edited articles according to assigned weekly topics

Social Media Consultant, Recast City June 2018-October 2018

* Managed weekly Hootsuite outreach for social media platforms
* Researched articles on small manufacturing and neighborhood revitalization

Social Media Manager, ARH Training November 2016-March 2019

* Wrote and scheduled regular tweets, promoting employee training and HR
* Connected with related companies on social media; edited LinkedIn blog posts

Social Media Manager, RK Communications January 2017-March 2019

* Researched, wrote, and scheduled social media content; updated website,
* Drafted, edited, and scheduled e-blasts in Mailchimp

 Communications and Outreach Fellow, Split This Rock September 2017-June 2018

* Wrote and scheduled social media posts on poetry-related efforts
* Assisted with the implementation of the biennial poetry festival marketing plan; assisted with local outreach related to publicity and sponsorships
* Maintained website; prepared and scheduled weekly emails

Assisting Editor, Rose Water Magazine July 2015-November 2017

* Pitched, wrote, and edited blog posts on social justice, media and feminism
* Edited contributing authors’ posts and provided writing feedback

Communications Coordinator, ONA, Washington, DC July-September 2016

* Assisted in designing and implementing social media campaigns around the Online News Association Conference
* Assisted in creating a regular publishing schedule for social media platforms
* Engaged with users on ONA LinkedIn group, Facebook and Twitter

Editorial Operations Intern, Curbed (now Vox Media), NY, NY      January-June 2013

* Organized and researched stories for the Curbed, Racked, and Eater sites
* Interviewed and photographed guests at event hosted by Glamour Magazine

EDUCATION:

Goucher College, Towson, MD          Degree received May 2012 BA Major in communications, concentration in journalism

Danish Institute for Study Abroad, Copenhagen, DK             August-December 2010

Communication program: Compared and contrasted the European and Anglo-American news media

ADDITIONAL EXPERIENCE:
Sales, Assistant, Doubledutch Boutique August 2018-September 2019

* Organized product; assisted customers; informed them about products

Sales Assistant, Caravanserai, Baltimore, MD August 2015-January 2017

* Greeted customers; promoted store on social media; managed store upkeep

Server/Event Planner, Sip Tea Lounge, Huntington, NY      April 2013-September 2014

* Single-handedly organized and hosted events, such as Open Mic Night, where through outreach, tripled the number of attendees
* Responsible for store operations, including sales, closing, and opening

 Senior Customer Associate, Anthropologie, Baltimore, MD   June 2012-October 2015

* Assisted customers in dressing room; trained new hires; maintained store

SKILLS:Proficient with Word, Track Changes, AP Style, Hootsuite, TweetDeck, Bit.ly, and Wordpress