

MACY L. KITTELBERGER

EDUCATION:

KENT STATE UNIVERSITY

Bachelor of Science — May 2020 — Magna Cum Laude

Major — Public Relations **Minor** — Marketing **GPA** — 3.9

PROFESSIONAL EXPERIENCE:

STOW-MUNROE FALLS CITY SCHOOL DISTRICT

Public Relations Intern — Stow, Ohio (August 2020 - Present)

- Assist supervisor in production of content for the school district's social media platforms
- Write, shoot, and edit footage for videos to be used throughout the school year
- Provide coverage for events to promote positive public relations

FLASH COMMUNICATIONS

Assistant Coordinator — Kent, Ohio (January 2020 - May 2020)

- Delegated daily workload
- Supported staff through troubleshooting
- Managed deadlines
- Assisted the coordinator with the planning and placement of stories
- Drafted briefs and coordinated weekly events distribution to local media through Vocus
- Posted weekly events to event calendars on local news websites
- Researched, edited, and wrote stories for Kent State Today

Public Relations Intern — Kent, Ohio (August 2019 - December 2019)

- Developed social media content and strategy for Flash Communications' accounts
- Researched, edited, and wrote stories for Kent State Today
- Promoted to Assistant Coordinator for second semester

THE ALS ASSOCIATION NORTHERN OHIO CHAPTER

Events Intern — Independence, Ohio (May 2019 - August 2019)

- Assisted in the logistical planning of Walk to Defeat ALS and supporting events
- Created feature videos about ALS patients
- Contributed to the successful use of social media for fundraising purposes

TV2 KSU

Managing Editor — Kent, Ohio (August 2018 - December 2018)

- Managed reporters and correspondents for daily evening newscast
- Communicated weekly expectations for content coverage
- Assisted reporters and correspondents with editing video content on Premiere Pro
- Attended monthly board meetings


Q92 RADIO


Office Intern — Alliance, Ohio (May 2018 - August 2018)

- Data entry using excel
- Organized and filed paperwork
- Managed phone lines
- Responsible for promotional event set-up

CONTACT ME:

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HONORS:

Bronze Leadership Pin Recipient,
NRHH *Fall 2019*

Outstanding Leadership Pin Recipient,
NRHH *Spring 2019*

Dean's List
Fall 2016, Spring 2017, Fall 2017, Spring 2018, Fall 2018, Spring 2019, Fall 2019, Spring 2020

President's List
Spring 2018, Spring 2020

Scholarships

- *Robert C. and Helen Westcott Dix Scholarship (Fall 2018)*
- *Philip A. Macomber Memorial Scholarship (Fall 2017)*

TECHNOLOGY SKILLS:

- Adobe Premiere Pro
- Adobe InDesign
- Adobe Illustrator
- Google Suite
- Google Analytics
- Microsoft Office
- iMovie
- Constant Contact
- Vocus
- WordPress
- Wix
- Social Media Platforms
- Video Production & Editing

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LEADERSHIP EXPERIENCE

NATIONAL RESIDENCE HALL HONORARY (NRHH)

Director of Business Operations (August 2019 - May 2020)

- Created and managed semesterly NRHH budget
- Created and distributed minutes for NRHH executive board and general body meetings

COLLEGE OF COMMUNICATION AND INFORMATION (CCI) AMBASSADOR

Social Media Team (August 2019 - May 2020)

- Selected to serve as a representative for the College of Communication and Information
- Initiated ideas for CCI coverage on social media platforms
- Collaborated with CCI marketing staff on specific social media initiatives
- Promoted CCI activities within personal social media networks

Professional Development Team (August 2018 - May 2019)

- Selected to serve as a representative for the College of Communication and Information
- Planned and implemented professional development opportunities for student ambassadors
- Planned programming resources to help ambassadors gain valuable knowledge and skills

RESIDENTIAL COMMUNITIES

Resident Assistant (Spring 2018 - Spring 2019)

- Developed community within diverse groups of people
- Served as a role model, community leader, educator, administrator, and problem solver to those assigned to my caseload
- Managed and hosted programs for a floor of 40+ residents
- Enforced university rules and regulations
- Served as a bridge between students and administration

STUDENT SUCCESS PROGRAMS

Peer Leadership Training Course (PLTC) Trainer (Spring 2018)

- Co-taught Kent State's Peer Leadership Training Course
- Educated students on the roles and responsibilities of a peer leader, methods for college student success, skills for effective communication, leadership, and conflict resolution

Student Success Leader (Fall 2017, Fall 2018)

- Mentored an assigned group of students from the First-Year Experience Course
- Presented information to first-year students to ensure their success on campus
- Facilitated classroom activities