**Brianna Fairhurst**

312 Spink St. Wooster, OH 44691 brianna.fairhurst@gmail.com 330.465.5830

**Qualifications:**

* Knowledge of AP Style Guide
* Skills in editing, copy editing, and writing papers, creative writing and news articles
* Ability to generate ideas, gather information and report on community happenings and work within deadlines
* Organized, communicate well, excellent listening skills, affable, able to lead, capable of multi-tasking with deadlines
* Credit obtained in Photography and dark room photo developing
* Proficient use of Microsoft Office programs, including Microsoft Word, PowerPoint and Excel
* Some knowledge of Adobe Creative Suite InDesign

**Field Related Experience:**

*Editor-in-chief*  September 2011-December 2011

Spring Arbor University *The Pulse*,Spring Arbor, MI

As the editor for *The Pulse*, it was my job to delegate story ideas, check up on writers’ progresses, and edit articles for the print and web issues at [www.saupulse.com](http://www.saupulse.com), keeping SAU’s students and staff informed on current news and events. I was also a part of the recreation of the style of *The Pulse.*

*Editorial and A&E Editor*

Spring Arbor University *The Pulse*, Spring Arbor MI September 2010-May 2011

As the Editorial and A&E page editor, my responsibility was to manage stories within the two sections, check on writers and their deadlines and come up with content for both sections. Articles were turned in on a weekly and monthly deadline and published online as well as in print.

*Senior Writer*

Spring Arbor University *The Pulse*, Spring Arbor, MI February 2009-May 2010

As a senior writer for *The Pulse*, I was assigned top priority articles for web and print. I worked within

weekly and monthly deadlines.

*Intern*  February 2011-August 2011

Spring Arbor University’s University Communications, Spring Arbor, MI

As an intern for the University Communications, I gathered information and wrote press releases and community-based editorials for Spring Arbor University’s website, [www.arbor.edu](http://www.arbor.edu) and their bi-annual newsletter, *The Journal*. Articles are seen not only by students and staff, but prospective students, parents, and alumni as well, keeping them informed and updated on news pertaining to the university.

**Education:**

*Bachelor of Arts in English Writing* To be awarded May 2012

Spring Arbor University, Spring Arbor, MI

* Coordinator of the Spring Arbor University spring fashion show April 2009-May 2010
* Involved in Spring Arbor University’s “Let’s Network” Program February 2011
* Attended Spring Arbor University’s Cross Cultural Program to India January 2012

**Profile:**

* Attended National College Media Convention in New York, New York March 2009
* Attended National College Media Convention in Louisville, Kentucky October 2010
* Member of Sigma Tau Delta: International English Honor Society November 2010-Present