

FIRST LAST

San Diego, CA | (619) 260-4654 | name@sandiego.edu

EDUCATION

University of San Diego (USD)
Bachelor of Arts in English, Minor in Theology and Religious Studies Expected May 2020

PROJECTS

Senior Thesis, Faculty Advisors: Sr. Mary Hotz and Dr. Koonyong Kim Fall 2019
"Mary Wollstonecraft's Entwinement of the Law and Literature: Maria, or The Wrongs of Woman and the Creation of a Legal Space for Women"

"Fallen Leaves," "Overnighters," "Sound of Victory," *Alcala Review* Fall/Winter 2019

"After the Bell Tolls," *Ink In Thirds – Issue IV* June 2018

RELEVANT EXPERIENCE

Alcala Review, USD Literary Journal, San Diego, CA August 2019 - Present
Marketing Committee

- Organize and compile the literary journal to be professionally printed and sold
- Edit numerous works of fiction, poetry, and prose submitted by students
- Design fliers and banners to invite students to club events around campus

Fundraising Manager January 2019 - August 2019

- Organized slam poetry philanthropy event to raise funds for the African Library Project
- Demonstrated leadership through consultations, delegation, and critiques with contributing poets

English Department, Writing Center, USD, San Diego, CA January 2019 - August 2019
Writing Tutor

- Assisted students in all stages of the writing process: brainstorming, organizing, and revising
- Developed strategies to adapt to learning needs, personalities, and language barriers in 50+ sessions

Speak City Heights, San Diego, CA Summer 2019
Editorial Intern

- Reported on a local, multicultural community with a nonprofit online news outlet
- Wrote articles, composed interviews, captured photos and video for website
- Analyzed state and county data to supplement reporting
- Updated WordPress site with new posts; created and managed Instagram account
- Compiled and sent out weekly email to subscribers via Constant Contact

INVOLVEMENT

Sigma Tau Delta English Honors Society, USD Fall 2018 - Present

IMPORTANT NOTES

1 If you are creating an academic CV, use MLA format, like this: "Lucid Interval." *The American Poetry Review* 44.1 (November/December 2018): 20.

2 Change the focus of your resume to align with creating content or editing, depending on the position.