Jillian Tracy

CONTACT

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EDUCATION

University of Georgia
August 2017- Present
GPA 3.83 | Honors Program

Bachelor of Arts: Journalism
Minors: Political Science, Film Studies

SKILLS

Adobe Bridge
Adobe Illustrator
Adobe InDesign
Abode Premiere Pro
Adobe Photoshop
Microsoft Office Suite

AWARDS

HOSA International Leadership Conference
6th Place in Researched Persuasive Speaking
June 2016
Nashville, TN

To visit jillianntracy.com, scan here.

PROFESSIONAL EXPERIENCE

CNN Underscored | New York, NY
Editorial Intern (June 2020-August 2020)
- Pitched, researched and wrote or updated stories for publication on Underscored's main page
- Built stories in CMS by adding copy text, building product tracking links and resizing product images
- Created social media stories, curated email newsletter deals and updated team spreadsheets

Peabody Awards Agency | Athens, GA
Journalism Intern (January 2020-May 2020)
- Created articles using materials from the Peabody archives that highlighted "Stories that Matter"
- Collaborated with video production, marketing, and research teams to produce content on behalf of the Peabody Agency

The Red and Black (UGA's Independent Student Newspaper) | Athens, GA
Previously held roles of Culture Desk Staff Writer and Ampersand Contributor
Recruitment Manager (August 2019-May 2020)
- Organized, tracked and trained all recruits interested in becoming contributors and communicated daily with recruits via email
- Reviewed and edited assignments submitted by recruits for discussion during weekly meetings
- Transitioned recruits onto editorial desks and acted as a representative at public interest events

CAMPUS & OTHER EXPERIENCE

Grady Newsource | Athens, GA
Technical Manager (August 2019-May 2020)
- Managed assigned tasks during live Grady Newsource and Sportsource broadcasts.
- Duties included operating prompters and cameras, playing back videos, setting up and managing live shots, floor directing, editing, managing audio and directing pre-recorded and live broadcast segments

University of Georgia Congress Project | Athens, GA
Student Researcher, Department of Political Science (August -December 2018)
- Provided research assistance to Professors Anthony Madonna and Michael Lynch
- Created and managed a large dataset of congressional behavior using Microsoft Excel and the United States Congressional Record
- Focused examination on formal floor procedure and informal member behavior, utilizing trends to more broadly understand congressional lawmaking and polarization
- Co-authored a bill history on a landmark piece of legislation that will be made available to the public

Emerald Isle Realty | Emerald Isle, NC
Reservations Department Seasonal Runner (May through August 2017-2019)
- Compiled guest information data to assemble information packets for 500-700 guests per weekend
- Served as a guest relations liaison to help resolve issues at rental properties
- Engaged with guests during check-in/check-out to assure a quality experience
- Organized and led team operations during weekday assembling procedures and weekend check-in