Stew Dent

(555) 555-5555 | email@stu.ca | www.linkedin.com/username

Summary of Qualifications

- Excellent oral and written communication skills.
- Strong digital literacy skills in social media management, Microsoft Office, and Canva.
- Experience in recruitment and marketing.
- Ability to be flexible and pay close attention to detail while working on a tight deadline.

Education

Bachelor of Arts | St. Thomas University

2022

- Major in Journalism
- Minor in Communications and Public Policy

Certificate in Experiential Learning and Community Engagement | St. Thomas University

2022

Work Experience

Campus Tour Ambassador | Admissions and Recruitment, St. Thomas University

Sep 2021 - Apr 2022

- Conducted in-person and virtual campus tours for prospective students and their families, offering
 information sessions after each tour in order to better clarify questions and tailor information to match
 their interests.
- Assisted Admissions Counsellors in designing, coordinating, and recording presentations about STU to be used for a variety of recruitment strategies as well as contributing to the creation of informative blog content.
- Represented the university positively and professionally in events such as webinars, conferences and school visits.

Marketing and Communication Assistant (STU Internship) | Beaverbrook Art Gallery May – Aug 2021

- Created engaging social media content and established new design strategies to promote gallery events and increase followers.
- Established a strong connection with the community by actively corresponding with gallery members, starting innovative campaigns, and offering workshops for various kinds of art.
- Through research and data analysis, prepared documents on gallery services, events, and membership insights for public release.

Events Specialist (JOBS Program) | Athletics Department, St. Thomas University May – Aug 2020

- Coordinated and managed game day programming, creating schedules, booking venues, and ensuring all parties involved were available.
- Developed promotional videos and advertisements for upcoming sporting events while researching the target audience in order to create content that would encourage attendance and active participation.
- Compiled data through surveys and questionnaires during and after sporting events to write informative event summaries and establish effective strategies for the future.

Volunteer Experience

STU Cares Day of Action | The Ville Cooperative

Sep 2021 and 2022

- Collaborated with a team to provide support in the harvesting of crops from the community garden and to prepare supplies for the upcoming year.
- Worked with newcomers in the community to educate them on Canadian fruits and vegetables while creating a healthy meal they could share with their families.

Food Bank Committee | St. Thomas University

Nov 2020 - Apr 2021

- Assisted in the collection and distribution of food for students in need while ensuring confidentiality.
- Liaised with community members and businesses to collect donations and spread awareness.

Students for Sustainability | St. Thomas University

Sep 2019 – Apr 2020

- Worked to promote environmental awareness among peers by leading and engaging the student body in sustainability initiatives both on and off campus.
- Organized events to provide education on how to be change makers and responsible citizens while
 collaborating with a team to create innovative ideas that would help make this lifestyle more
 accessible to students.

Academic and Experiential Achievements

Christine Morris Prize (2022) CTV Atlantic Scholarship (2021) Rising Youth Grant (2020)