**Kaeden Parker**

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353 Washington St., Apt. 4, Iowa City, IA 52242

**EDUCATION**

**The University of Iowa**, Iowa City, IA Anticipated December 20XX

B.A. Communication Studies

* Minor: Studio Art
* GPA: 3.6/4.0; Dean’s List: Fall 20XX-present

**SOFTWARE & SOCIAL MEDIA SKILLS**

Adobe Photoshop & Adobe Illustrator

Macromedia Dreamweaver & Macromedia Flash

Social Media Platforms: Facebook, Twitter, Instagram

**INTERNSHIP EXPERIENCE**

**Public Relations & Development Intern** May 20XX—Present

Regina Foundation, Iowa City, IA

* Wrote and edited brochures and publications mailed to target donor audience
* Managed social media, press, and video communication for 5 donor stewardship events
* Corresponded with 20+ donors regarding a campaign feasibility study
* Contributed to annual PR/Marketing plan for Foundation

**Marketing and Editing Intern** January 20XX—May 20XX

National Public Radio: WSUI-AM and KSUI-FM, Iowa City, IA

* Edited and created 30% of content for quarterly program guide with a circulation of 20,000
* Wrote and disseminated 5 newsletters, 3 media guides, and 10 news releases for clients
* Coordinated over 50 volunteers and tabulated donations during fundraisers
* Assisted with media relations and advertising campaigns for RiverFest

**LEADERSHIP EXPERIENCE**

**Treasurer** August 20XX—May 20XX

Campus Activities Board, The University of Iowa, Iowa City, IA

* Maintained $70,000 account for student organization granted the largest budget on campus
* Led a committee of 5 members in making budget decisions and reviewing policies
* Paid invoices for campus events, including comedians, bands, and movies

**OTHER WORK EXPERIENCE**

**Cashier/Swim Instructor** Summers 20XX—20XX

Cedar Rapids Parks & Recreation, Cedar Rapids, IA

* Collaborated with managers in training 30 new workers per summer season
* Helped reconcile front desk and concession cash registers, often totaling in excess of $5,000 per day
* Taught swimming lessons to 150+ children and monitored safety of pool patrons

**FOREIGN LANGUAGE SKILLS**

German (proficient)

Spanish (conversational)