
MAGGIE MOORE

EDUCATION

LOYOLA UNIVERSITY CHICAGO

- Major in Advertising and Public Relations and minor in Visual Communications
- Expected graduation: December 2019
- Study abroad: Rome, Italy 2016 – 2017

WORK EXPERIENCE

STYLIST, FREE PEOPLE – CHICAGO, IL

SEPTEMBER 2018 – PRESENT

- Assisted customers and provided styling advice
- Worked the cash register
- Cleaned and straightened the store

COMMUNICATIONS AND EXTERNAL RELATIONS INTERN, CLEVELAND MUSEUM OF ART – CLEVELAND, OH

JUNE 2018 – AUGUST 2018

- Conducted daily media scans for press coverage and created media lists
- Assisted with events such as video shoots and media previews
- Drafted blog posts and social media posts for the museum's profile

THEATER DEPT. INTERN, MARGIE KORSHAK INC – CHICAGO, IL

JANUARY 2018 – APRIL 2018

- Conducted daily media scans for press coverage
- Compiled final press coverage reports for each production
- Assisted with press days such as radio/TV interviews and press conferences

INTERN, CLEVELAND POPS ORCHESTRA - CLEVELAND, OH

JUNE 2016 – AUGUST 2016

- Created a presentation comparing donator benefits for different non-profit orchestras
- Compiled a master list of possible grant providers
- Organized paper records and transcribed them into a digital format

CONTACT

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SKILLS & ABILITIES

Microsoft/Mac Office, Photoshop, Illustrator, Indesign, Premier Pro, iMovie, Social Media, Critical Mention, Cision, Meltwater and Sprout

ACTIVITIES

January 2018 – Present Member of the marketing department at Kettle Camp Studios, a student run production company at Loyola that writes, produces and creates its own content. Assisted with activities such as social media, content creation and event planning

December 2017 – Present: Style Guru for College Fashionista

January – April 2017: Volunteered at Centro Astalli, a refugee center in Rome, Italy. Worked in the soup kitchen and prepared meals

September 2015 – May 2016 co-founder of Women of the World club, a chapter of Girl Up United Nations Organization. Assisted with the organization and promotion of events and fundraisers