

# Georgina Provencio Martinez

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Asheville, NC | gprovenc@unca.edu | (828) 222-8294

## Education

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University of North Carolina Asheville, Asheville, NC      Expected Graduation: December 2024

*Bachelor of Arts in New Media*

- Minor: English
- University Merit Award
- Asheville Breakfast Rotary Club Scholarship
- Honors Program Student
- Leadership Scholar
- Dean's List Fall 2022

## Relevant Courses:

- COM 150 – Intro to Mass Communications
- CIS110 - Intro to Computers

Asheville-Buncombe Technical Community College, Asheville, NC

June 2022

*Associates in Art*

- Dean's List Fall 2019- Spring 2021

## Relevant Experience

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**Office of the Vice Chancellor of Student Affairs at UNCA**

*February 2023-Present*

*Office Student Assistant*

*Asheville, NC*

- Created event materials such as posters, lanyards, and seating charts through Canva.
- Organized and kept track of office materials through the use of email and Google spreadsheets.

**Prospanica UNCA**

*August 2022-Present*

*Marketing Manager*

*Asheville, NC*

- Created social media posts using Canva that resulted in an 80% increase in interactions.
- Advertised events through Instagram posts and flyers to UNCA students.
- Organized meetings and events along with fellow Prospanica officers.

**Literacy Together**

*May 2022- August 2022*

*Summer Intern*

*Asheville, NC*

- Educated second graders in literacy skills through the use of educational games, books, and other educational materials.
- Anticipated the needs of each student and accommodated the assignments to their reading level.

## Skills

- Spanish (Fluent)
- Canva
- Social Media Management
- Excel