

Asher Illick-Frank

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EXPERIENCE

Press and Digital Intern, Office of Congresswoman Doris Matsui

Washington, DC

United States House of Representatives

September 2023 - Present

- Drafting social media posts, designing graphics, and editing videos for Instagram, Twitter, and Facebook; writing newsletters and 499 mailers; creating a monthly social content calendar
- Assembling daily press clips for Congresswoman Matsui and weekly press reports for the communications team; maintaining media contact lists for contacting reporters and pitching op-eds
- Directing incoming communications to the office via email, phone, mail, and in person appropriately; scheduling White House and Capitol tours; mailing flags

Press Intern, Office of Congressman Raja Krishnamoorthi

Washington, DC

United States House of Representatives

March - June 2023

- Composed daily social media posts and ideas for Instagram, Twitter, and Facebook
- Compiled daily press clips and weekly press reports created graphics for social media
- Wrote 499 mailers, updated media contact lists, and drafted op-ed pitch emails to reporters
- Conducted background research for press releases, newsletters, and national TV interviews

Intern, Office of Congresswoman Susan Wild

Washington, DC

United States House of Representatives

September - December 2022

- Answered constituents phone calls, batched incoming communications, digitized physical mail, and referred federal agency casework requests to Congresswoman Wild's District Office
- Produced issue-specific constituent response letters, 499 mailers, and legislative memos for briefings, hearings, and information sessions; assisted legislative staffers with policy research
- Created social media posts, graphics, and press mentions for the communications team

Baker

Bethlehem, PA

Granola Factory

Summer 2021

- Produced granola, cookies, cookie bars and other baked goods; ensured employees followed all food and health safety guidelines; assisted with customer service operations
- Packaged and prepared baked goods for distribution across the Lehigh Valley and Northeast

EDUCATION

New York University

New York, New York

College of Arts and Science

2019 - 2022

Bachelor of Arts in Politics | Minor in Business Studies

SKILLS AND INTERESTS

Technical Skills: Advanced Proficiency in Fireside, Intranet Quorum, Indigov, MS Office Suite and Google Suite Applications; Intermediate Proficiency in Adobe Photoshop, Adobe Lightroom, Canva, HTML5 and CSS Programming for Websites, and Java Programming

Interests: Politics, Communications, Environmentalism, Healthcare, Photography, News Media, Design

Other: Organization, Teamwork, Leadership, Writing, Spanish (conversational)