

Brett Piper

CONTACT

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Mail
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SKILLS

Web design
HTML5 and CSS, WordPress,
Adobe Dreamweaver, FTP,
and some familiarity with PHP,
JavaScript, and Ruby

Graphic design
Adobe Illustrator, Photoshop,
and InDesign

Video and audio editing
Adobe Premiere Pro and
Audition, Cockos REAPER

Email marketing
MailChimp, Constant Contact

Writing and editing
AP Style, copywriting, feature
writing, technical writing,
Microsoft Office, Google
Workspace

Social Media
Instagram, Twitter, Facebook,
YouTube, Reddit

References and samples
available upon request

EDUCATION

University of North Carolina at Chapel Hill

Bachelor of Arts in Journalism and Mass Communication (Public Relations Sequence)
May 2013

EMPLOYMENT EXPERIENCE

University of North Carolina at Chapel Hill Department of Computer Science

Interim External Relations Manager

December 2021 - Present

Chapel Hill, NC (Remote)

- Supervise two members of the External Relations team and partner with DEI coordinator, career development lead, and faculty representative to ensure smooth transition of alumni and media relations, new website launch, corporate recruiting, new graduate student recruiting, and other initiatives

Communication and Publication Specialist

October 2013 - Present

Chapel Hill, NC

- Maintain department WordPress website and numerous auxiliary WordPress sites, coordinating access, advising research groups on web options and functionality, and building pages and sites when needed
- Promote faculty research and department accomplishments to media outlets, alumni, and peer institutions using a variety of print and digital media in order to enhance recruiting efforts and maximize the department's national and international reputation
- Coordinate print and digital promotional materials and signage, serving as a liaison for both in-house printing projects and orders through external vendors
- Keep up-to-date on departmental research and academic policies in order to field questions and requests from news media, visitors, students and their families, and external research collaborators
- Supervise part-time communications work study students on behalf of the External Relations Team
- Work with the External Relations team to plan and execute events, including corporate recruiting events, spring commencement, new faculty recruiting, alumni reunions, community outreach events, and gatherings of department personnel

UNC Wesley Campus Ministry

Praise Band Leader (Part-Time)

August 2014 - May 2017

Chapel Hill, NC

- Coordinated schedules of student band members, maintained web repository of music resources, worked with campus minister and student leaders to plan weekly worship services, and led live performances in rehearsals and worship services

North Carolina Licensed Child Care Association

Communications Assistant (Part-Time)

June 2013 - October 2013

Wilson, NC

- Created promotional and reference materials and helped with event planning for an annual conference attended by hundreds of child care administrators from across North Carolina

University of North Carolina Press

Digital Assets Assistant (Part-Time)

August 2012 - May 2013

Chapel Hill, NC

- Updated database of publications, created and organized digital assets for electronic books using InDesign and XML, and coordinated shipping of books