

CHRISTOPHER M. LEWIS

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PROFESSIONAL SUMMARY

A highly motivated team player with a passion for politics and journalism. Meticulous editing skills, a keen eye for detail and research. Skilled at social media placement. Solid experience writing press releases, experience in fundraising, knowledge of news story production, and familiarity with grant writing.

EDUCATION

The George Washington University, Washington D.C.
Bachelor of Arts, Political Science.

May 2014

Iona Preparatory School, New Rochelle, New York.
High School Diploma.

May 2008

ACCOMPLISHMENTS

INTERN

NHK (The Japanese Broadcasting Corporation), Washington D.C.

Spring 2014

- Provided policy and news research support for White House and State House the correspondents and producers.
- Pitched stories, took notes, attended various events as well as provided aid and support for all productions as assigned.

INTERN

The Office of Congressmen Louis Barletta

Winter 2014

- Researched, wrote, and responded to constituent issues.
- Maintained constituent information and answered constituent calls.

INTERN

Pace Public Relations

Fall 2012

- Provided direct administrative support to the CEO.
- Secured and executed client contracts.
- Supported and assisted in organizing client and press events.
- Maintained company Facebook and Twitter presence.

INTERN

The Office of Joan McFarquhar & Associates

Spring 2012

- Provided administrative support to named partner.
- Filed legal documents with the Westchester County courts.
- Provided legal research using Lexus Nexus.
- Compiled legal files.

INTERN

The Office of Congressman David Cicilline

Fall 2011

- Attended press briefings, drafted press releases, and drafted key speaking notes.
- Researched, wrote, and responded to constituent issues.
- Maintained constituent information and answered constituent calls.
- Provided support in the maintenance of the congressman's social media presence.

INTERN

No Greater Love, Inc.

Summer 2011

- Provided direct administrative support to CEO.
- Created and maintained social media presence.
- Drafted fundraising letters.
- Assisted in shaping the organization's public image.

TUTOR

Beacon House Community Ministry

Fall 2009-Spring 2010

- Provided tutoring services to elementary and middle school aged students.
- Assisted Volunteer Coordinator with administrative tasks.

INTERN

The Office of Joan McFarquhar & Associates

Summer 2006

- Assisted in the efficient reorganization of the entire office.
- Maintained ledgers and scheduled client appointments.

LANGUAGES

Japanese and Spanish (working proficiency)

COMPUTER PROFICIENCY Microsoft Office, Photoshop, iMovie, Final Cut.

STUDENT ORGANIZATIONS

Forbidden Planet Productions, Beta Theta Pi Fraternity, Project Darfur, The Japanese American Student Association, The Black Student Union, GW Green, The Black Men's Initiative.