

Dara Michelle Rubin

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Education

Northwestern University

- Medill School of Journalism, Magazine Track
- Segal Design Certificate
- Dean's List – Winter, Spring & Fall Quarter 2016

Sept. 2013 to
March 2017

Work Experience

JR - Scranton Gillette Communications, Creative Services Intern

- Designed and coded for print and web materials, creating ads, newsletters, e-blasts and laying out pages
- Asked to stay on after JR as full-time intern through June 2017

Jan. 2017 to
present

Freelance Web/Graphic Designer

- Designed and implemented portions of [websites](#)

Summer 2016

City of Evanston, Community Engagement Division,
Public Information Assistant

- Create flyers, posters, programs, and newsletters for upcoming community events
- Update events and write short news stories and press releases for the City's website and calendar
- Write and schedule social media posts for Twitter and Facebook

Oct. 2014 to
present

Northwestern Athletic Communications Department

- Moderated social media and took quotes at football game press conferences
- Ran stats at basketball games
- Worked in press box at B1G football championship game - helped with game notes
- Live-tweeted B1G softball tournament

Sept. 2013 to
Oct. 2014

Leadership

Northwestern University Society of Physics Students

- Publicity Chair
- Secretary

2016 to present
May 2015-16

Phi Sigma Pi National Honor Fraternity, Zeta Omicron chapter

- PR Chair

May 2015-16

Masuk Free Press (High school newspaper)

- Editor-in-Chief
- Sports Editor, Production Editor, Distribution Manager
- Photo Editor, Ad Manager, Distribution Manager

2012-13

2011-12

2010-11

Skills

Proficient in:

InDesign, Photoshop, Dreamweaver, Google Docs, Word, HTML and CSS

Familiar with:

Adobe Premiere Pro, Illustrator, InDesign DPS, Wordpress, GovDelivery, Excel, PowerPoint, CAD, JavaScript, JQuery, and Python

Social Media Skills:

Facebook, Twitter, Instagram and Snapchat

Awards

Lily M & Henry J Budde Scholarship Recipient (2015, 2016, & 2017)

New England Scholastic Press Association Journalism Award

- All-New England (2013)
- Special Achievement for article "It's About Time" (2012)

Bohdan Kolinsky Sports Journalism Award and scholarship (2012)

Associations

Member of the Association for Women in Sports Media