

Dara Michelle Rubin

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Education

Northwestern University

- Medill School of Journalism, Bachelor of Science
- Segal Design Certificate
- Dean's List – Winter, Spring & Fall Quarter 2016
- GPA: 3.45

Sept. 2013 to

March 2017

Work Experience

Scranton Gillette Communications, Design Intern

Jan. 2017 to

present

- Design and code for web and print materials: creating ads, newsletter templates and headers, html e-blasts, microsite pages, gifs, sell sheets and magazine pages
- Hired after Journalism Residency (one-quarter internship) as full-time intern

Innovation in Action, Freelance Web/Graphic Designer

Summer 2016

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

City of Evanston, Community Engagement Division, Public Information Assistant

Oct. 2014 to

Dec. 2016

- Created flyers, posters, programs, and newsletters for upcoming community events
- Updated events and wrote short news stories and press releases for the City's website and calendar
- Wrote and scheduled social media posts for Twitter and Facebook

Northwestern Athletic Communications Department

Sept. 2013 to

Oct. 2014

- Moderated social media, took quotes at post-game press conferences, and ran stats
- Worked in press box at B1G football championship game and live-tweeted B1G softball tournament

Leadership

Northwestern University Society of Physics Students

- Publicity Chair
- Secretary

May 2016-17

May 2015-16

Phi Sigma Pi National Honor Fraternity, Zeta Omicron chapter

- Public Relations 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, Litmus, Movable Type, HTML and CSS

Familiar with:

Premiere Pro, Illustrator, InDesign DPS, WordPress, GovDelivery, Excel, PowerPoint, CAD, JavaScript, jQuery and Python

Social Media Skills:

Facebook, Twitter, Instagram, Snapchat and Hootsuite

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