

# Dara Michelle Rubin

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## Education

Northwestern University *Sept. 2013 to March 2017*

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

## Work Experience

JR - Scranton Gillette Communications, Creative Services Intern *Jan. 2017 to present*

- 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

Freelance Web/Graphic Designer *Summer 2016*

City of Evanston, Community Engagement Division, Public Information Assistant *Oct. 2014 to present*

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

Northwestern Athletic Communications Department *Sept. 2013 to Oct. 2014*

- 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

## Leadership

Northwestern University Society of Physics Students *2016 to present*

- Publicity Chair
- Secretary

Phi Sigma Pi National Honor Fraternity, Zeta Omicron chapter *May 2015-16*

Masuk Free Press (High school newspaper)

- Editor-in-Chief *2012-13*
- Sports Editor, Production Editor, Distribution Manager *2011-12*
- Photo Editor, Ad Manager, Distribution Manager *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