

# Amberle Houghton

11826 Lawnview Avenue • Cincinnati, Ohio • houghtae@mail.uc.edu • 330-573-0549

## Education

### **The University of Cincinnati College of Law**

*Juris Doctorate Expected*

Cincinnati, Ohio  
May 2013

#### **Honors and Activities:**

Advocates for Children- 1L Representative, Vice President  
Weaver Institute of Law and Psychiatry- Fellow  
University of Cincinnati College of Law Scholarship  
Student Ambassadors  
Cincinnati Youth Collaborative- Youth Mentor and Tutor

### **The Ohio State University**

*Bachelor of Arts in Communication, Minors in Business and Legal Foundations of Society*

Columbus, Ohio  
June 2010

#### **Honors and Activities:**

National Society of Collegiate Scholars  
Public Relations Student Society of America  
Kappa Delta Sorority- Vice President of Membership  
Ohio State University Scholarship  
Office of Minority Affairs Scholarship  
Ohio State University School of Communication Scholarship

## Work Experience

### **Office of Responsible Research Practices**

*Student Assistant*

Columbus, Ohio  
April 2008- July 2010

- Provided customer service via phone and at the front desk to research personnel in the medical and social science fields
- Gathered information from proposed research projects to incorporate into the office's internal database
- Delivered proposals to one of three designated research boards- behavioral, biomedical, and cancer
- Answered questions about research policies and procedures for investigators and researchers during the application process
- Managed other student assistants and delegated tasks

### **Akron/Summit County Visitors Bureau**

*Marketing/Communications Intern*

Akron, Ohio  
Summer 2008

- Created press releases, newsletters, event flyers, media lists, pamphlets and brochures
- Researched venues and drafted scripts for the 3rd installment of an adaptive visitor services project created by the bureau
- Compiled all John S. Knight Center event details and updated them on numerous state websites
- Assisted director of marketing with all invoice filing within an internal media library

### **Columbus Underground**

*Public Relations Intern*

Columbus, Ohio  
Summer 2009

- Consolidated Columbus Underground articles and created a weekly newsletter to be distributed to Columbus residents
- Utilized social media networks such as Twitter to promote Columbus Underground events
- Transcribed interviews with various Columbus professionals to be posted on Columbus Underground

## Volunteer Experience

- Adopt-a-School tutor, Winter 2007
- Habitat for Humanity Alternative Spring Break, 2009
- Philanthropy work through Kappa Delta Sorority
  - Prevent Child Abuse America
  - Girl Scouts of America
  - Columbus Animal Shelter
  - Ronald McDonald House
  - Center for Child and Family Advocacy