




# ISABELLA ARELLANO

PUBLIC RELATIONS | COMMUNICATIONS |  
LIBERAL STUDIES | DIGITAL MEDIA

## CONTACT

-  (949) 278-4834
-  arellano.isabella@yahoo.com
-  Irvine, CA

## EDUCATION

### CALIFORNIA STATE UNIVERSITY, FULLERTON

Bachelor of Arts in Communications,  
emphasis in PR

Liberal Studies Minor

Digital Media Certificate

**JAN 2025**

### IRVINE VALLEY COLLEGE

Associate in Arts in Social And  
Behavioral Sciences

Associate in Arts with Emphasis in  
Liberal Studies

**2020 - 2022**

## SKILLS

Technical: Creative Cloud, Canva,  
HTML

Social Media

Content Creation

Writing

Event Planning

## REFERENCES

Jacob Prado

Youth Ministry Coordinator

jprado@woodbridgechurch.org

Jasmine Phillips

COMM 497T Professor

jphillips@fullerton.edu

David Chisum

Epicenter OC Head Pastor

chisumtrail107@gmail.com

## RELEVANT EXPERIENCE

### VOLUNTEER LEADER, WOODBRIDGE COMMUNITY CHURCH (2022 - PRESENT)

- Leads a group of girls ages 12 to 18 every Friday night, providing guidance and teaching about the Gospel
- Plans large youth events such as Summer Camps, Lock-Ins, and Winter Retreats
- Communicate weekly with the Youth Coordinator and staff regarding group activities and meetings
- Meets monthly to discuss plans, areas of improvement, special events, fundraisers, and other logistics
- Manages social media and announcements; curating posts for special events; filming promotional videos for special events

### EVENT DIRECTOR OF THE GARDEN FLEA MARKET, CALIFORNIA STATE UNIVERSITY, FULLERTON (FEBRUARY 2024 - MAY 2024)

- Provided leadership and direction for the event vision
- Made executive decisions & had the final responsibility for the execution of the event
- Created a master timeline and coordinated with other directors to ensure each committee completed the timeline
- Worked with the professor and university contact regarding the budget and expenses
- Main contact with the client; wrote status reports to present to the client

### MARKETING INTERN AT EPICENTER OC (JANUARY 2023 - SEPTEMBER 2023)

- Brainstormed ways of outreach such as videos, posts, etc. to jumpstart the church plant
- Managed social media (Facebook, Instagram, and TikTok); creates engaging content on platforms; maintains posting schedule throughout the week
- Created logos, advertisements, and announcements
- Curated weekly posts including announcements, devotionals, and meditation verses
- Photographed events such as gatherings, Bible Studies, and hangouts
- Communicated and coordinated with the Head Pastor and staff about events and service details

# ISABELLA ARELLANO

PUBLIC RELATIONS | COMMUNICATIONS |  
LIBERAL STUDIES | DIGITAL MEDIA

## REFERENCES

Molly Nakano  
Lollicup Manager  
molly.nakano@gmail.com

Fhina Chissek  
WCC Children's Ministry Coordinator  
fchissek@woodbridgechurch.org

## OTHER EXPERIENCE

### BARISTA AT LOLLICUP (2021 - PRESENT)

- Welcomes and educates customers on drink menu; answers questions regarding drink options
- Prepares and sells fresh drinks by following proper recipes and techniques while developing new recipes to expand the menu
- Answers phone call inquiries about store hours, menu, customer concerns, and fundraisers
- Maintains equipment operations; troubleshooting machinery; replenishes inventory

### VOLUNTEER CREW LEADER AT VACATION BIBLE SCHOOL, WOODBRIDGE COMMUNITY CHURCH (2015 - PRESENT)

- Immersing children ages K-6 in a fun-themed week to share Gospel-focused messages
- Managing children's needs; providing snacks; accompanying them to the restroom
- Creating craft activities, designing outdoor games, singing songs, and building sets to promote lesson

### VOLUNTEER CUBBY LEADER AT AWANA, WOODBRIDGE COMMUNITY CHURCH (2015 - 2019) (SEPTEMBER 2023 - PRESENT)

- Engaging children of all ages, but specifically Preschoolers in Bible stories every Sunday night
- Teaching curriculum catered to the age group; adjust lesson plans according to the student's understanding of the material
- Coordinating with staff on the progress of students; adapting to the student's needs; providing snacks; encouraging weekly Bible verse memorization

### INSTRUCTIONAL ASSISTANT AT CULVERDALE ELEMENTARY SCHOOL, IRVINE UNIFIED SCHOOL DISTRICT (MARCH 2022 - JUNE 2022)

- Brainstormed strategies to teach students new content; resolved issues with students in a solution-oriented manner; engaged students to learn new content by incentivizing the material
- Oversaw students in the classroom and on the playground
- Taught a small group of students new material such as Math, Social Studies, or Language Arts
- Problem-solved between students; adjusting to students' emotional needs; coordinating with Teachers, Principal, and Vice Principal
- Worked one-on-one with students struggling; finding creative new ways to teach hard materials