

JESSICA KIRSCH

Marketing Specialist

CONTACT

JessicaRuthKirsch@gmail.com

215.459.4625

~~4244 E Tradewinds Ave.
Lauderdale-by-the-Sea, FL, 33308~~

EDUCATION

Bachelor of Arts in Communication
Interpersonal & Public Studies
Magna Cum Laude
Taylor University, Upland, IN

PROFESSIONAL SKILLS

Microsoft Office
Microsoft CRM & ClickDimensions
Google Analytics
MailChimp
Social Media
Adobe Creative Suite
HTML coding
Intermediate Spanish

EXPERIENCE

ONLINE MARKETING COORDINATOR, 4KIDS of South Florida
Ft. Lauderdale, FL | December 2015 - Present

Developed strategy and created content for all social media platforms. Assisted with email marketing material to increase donor engagement and provided analytic results. Developed and provided coding assistance for a new company website.

MARKETING SPECIALIST, OmniSource Marketing Group
Indianapolis, IN | November 2014 - June 2016

Developed and executed email marketing material from design concept through the deployment process and provided analytic reports. Designed and maintained clients' ecommerce websites within the ASI platform. Maintained customer and account profiles in Microsoft CRM.

ABA THERAPIST & MARKETING SPECIALIST, Access Behavioral Solutions
Indianapolis, IN | March 2015 - September 2015

Level 1, Applied Behavioral Analysis Therapist. Designed marketing material as well as modified and updated company website.

ADMINISTRATIVE ASSISTANT, Calvary Church
Souderton, PA | May 2013- October 2014

Provided administrative and organizational support for Student and Young Adult Ministries. Designed promotional material for events. Managed budgets for five ministry directors.

OFFICE MANAGER, Pregnancy Resource Clinic of North Penn
Lansdale, PA | May 2012 - August 2012

Managed clinic hotline and educated potential clients of services offered. Organized office activities and maintained staff schedules. Updated historical client records from paper to electronic record system.

JOB COACH & RESPITE CARE, Public Partnership
Perkasie, PA | August 2010 - October 2014

Assisted 30-year-old woman with autism her dog-walking job. Reinforced established job responsibilities and helped maintain previously learned skills. Provided respite care for 21-year-old woman with cerebral palsy.

ACTIVITIES

PROGRAM LEADER AND VOLUNTEER

GiGi's Playhouse, Down Syndrome Achievement Center

S.O.U.L. VOLUNTEER

Peaceful Living, Disability Organization

FREELANCE WEB DESIGN

A Step Ahead Pediatric Therapy, ABA Therapy Clinic

SENIOR HIGH SMALL GROUP LEADER

Calvary Church, Religious Organization

SUMMER INTERN & VOLUNTEER

Joni and Friends, International Disability Center