

Maggie Montalto

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Education

Rutgers University Camden - College of Arts and Sciences, Honors College

Bachelor of Arts in English and Digital Studies, May 2018

Minor in Communications

Experience

The Writing and Design Lab - Consultant (January 2017-Present)

- Assists students with developing stronger writing skills
- Leads workshops teaching students how to use various resources such as Wordpress and Audacity software
- Collaborates with other consultants in order to formulate new practices to improve the lab and ensure student satisfaction

MunaLuchi Bridal - Editorial Intern (September 2017-Present)

- Writes daily blog posts on content ranging from weddings, engagement sessions, styled shoots, and wedding inspiration
- Uses Wordpress to style and publish pages for the magazine's blog
- Communicates with brides and wedding professionals to ensure their events are being portrayed accurately online and in the print medium

The Scarlet Review - Associate Editor (January 2016-May 2016)

- Edited 3 articles for content and format which were featured in the online literary magazine
- Supervised the authors' progress and communicated effectively between authors and staff in order to meet deadlines
- Developed skills encompassing basic knowledge of HTML to format and upload 5 articles

Theodysseyonline.com - Staff Writer (April 2016-January 2017)

- Wrote 1 weekly article on topics ranging from humor to pop culture for the New Jersey Influencers section
- Promoted articles on various social media platforms including Facebook, Twitter, and Instagram in order to optimize reader traffic

94.5 PST - Promotions Intern (May 2017-August 2017)

- Promoted events on social media sites such as Twitter and Facebook to guarantee listeners were aware of the radio station's events in their area
- Engaged with listeners on the phone and in person to inform them about upcoming contests and concerts
- Implemented problem solving techniques in order to ensure events ran smoothly and enhanced listener satisfaction

The Peer Review - Editing and Design Intern (January 2017-May 2017)

- Created an internal style guide for the online journal to be used during the editing process
- Designed components of the journal's updated website to make it more user friendly

The Encyclopedia of Greater Philadelphia - Independent Study (September 2017-December 2017)

- Reviewed articles and checked accuracy of facts
- Obtained and wrote captions for images used to accompany articles on the website

Rutgers University Camden - Digital Studies Intern (January 2018-April 2018)

- Monitored the digital studies lab