

NATHAN PETERS

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linkedin.com/in/petersnathan

SKILLS

Communication

Interviewing
Editing
Writing

Administration

Task Delegation
Team Management
Project Management

Technology

Adobe Creative Suite
Microsoft Office Suite
Social Media Platforms

EDUCATION

Bachelor of Arts: Visual Communication Design, minor in Journalism (Public Relations Emphasis)

Eastern Washington University, Cheney, WA

GPA: 3.74 / 4.0

Expected Graduation Date: 06.2016

University Honors Program (2014 - Present)

Sigma Phi Epsilon Fraternity (2014 - Present)

Public Relations Student Society of America (2014 - Present)

Associate of Arts, Digital Media Emphasis

Associate in General Studies

South Puget Sound Community College, Olympia, WA

GPA: 3.71 / 4.0

06.2014

All-Washington Academic Team (2014)

Phi Theta Kappa International Honor Society (2012-14)

RELEVANT EXPERIENCE

Student Services Representative, Associated Students of Eastern Washington University

Eastern Washington University, Cheney, WA

06.2015 - Present

Liason between the students and administration of the university about student services

Meet with administrators and other constituents each quarter

Chair three committees staffed with students and administrators

Writing Tutor, The Writers' Center

Eastern Washington University, Cheney, WA

09.2014 - Present

Guide students through the writing process of various disciplines

Design marketing materials (fliers, posters, bookmarks)

Update social media with writing resources and other pertinent information

Marketing & Public Affairs Intern

Capital Medical Center, Olympia, WA

07.2015 - 09.2015

Develop webpages and content for 12 clinics and the health care providers

Write marketing copy for external advertising (bill boards, print ads, and online ads)

Design internal templates for departments (transition old brochures to updated rack card templates)

Community Relations Intern, Spokane Public School District Foundation

Spokane Public School District, Spokane, WA

03.2015 - 06.2015

Coordinate SPSD Foundation fundraising event (volunteers, program, groups, reservations)

Update SPSD Foundation Wordpress website with content and graphics

Design marketing and informational materials for SPSD Foundation fundraising event

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RELEVANT EXPERIENCE

Managing Editor, The Easterner

Eastern Washington University, Cheney, WA

09.2014 - 06.2015

Manage 36 student employees: including hiring, training, facilitating meetings, and delegating tasks

Edit approximately 20 articles per week for print / online publication

Write content as needed for print / online publication

Create and edit page designs and graphics for weekly print / online publication

College Advancement Intern

South Puget Sound Community College, Olympia, WA

07.2014 - 09.2014

Develop fall enrollment public relations campaign with public relations department

Create and write content for webpage featuring 20 scholarship recipient biographies and photos

Conduct interviews and meetings with scholarship recipients

Contribute written press releases and feature stories for public relations quarterly publication

Editor-in-Chief, The Sounds Newspaper

South Puget Sound Community College, WA

09.2013 - 06.2014

Manage 13 student employees: including hiring, training, facilitating meetings, and delegating tasks

Delegate weekly assignments to employees for bi-monthly print / online publication

Create and edit page designs and story articles for bi-monthly print / online publication

PROFESSIONAL DEVELOPMENT

President, Sigma Phi Epsilon Fraternity, Washington Gamma Chapter

Eastern Washington University, Cheney, WA

05.2015 - Present

Disseminate information from the university and national headquarters to chapter

Delegate tasks among the chapter executive officers

Attend meetings on behalf of the chapter

Vice President of Communications, Sigma Phi Epsilon Fraternity, Washington Gamma Chapter

Eastern Washington University, Cheney, WA

01.2015 - 05.2015

Maintain communication with members, alumni, the university, Headquarters

Create and manage chapter website and content (sigepewu.org)

Drive chapter social media presence

Vice President of Public Relations and Philanthropy, Interfraternity Council

Eastern Washington University, Cheney, WA

01.2015 - 09.2015

Publicize relevant events that highlight the campus sorority and fraternity life

Write and distribute press releases to local media outlets

Plan one all Interfraternity Council philanthropy event for all fraternities to participate

Marketing Volunteer

Capital Medical Center, Olympia, WA

09.2012 - 08.2014

Develop internal and external marketing materials (fliers, brochures, etc.)

Update hospital website physician directory

Greet and direct patients and guests in the hospital
