

OLIVIA J. GARRETT

SKILLS

Reporting and editing:

AP style, Excel, SQLite

Social media:

Buffer, Social News Desk,
Twitter, Facebook

Multimedia and design:

HTML, CSS

Example: oliviajgarrett.com

Adobe InDesign, Illustrator,
Photoshop, Premiere Pro and
Audition

DSLR photography

EXPERIENCE

The Fulton Sun, a daily community newspaper

Reporter and Photographer

January 2020 to the present

- Reported on rural politics, education and community life
- Wrote multiple news briefs each day, as well as more in-depth articles
- Shot and edited photos to accompany each story

The Columbia Missourian, a daily community newspaper

Assistant City Editor, Features and Education Reporter, Graphic Artist

January 2018 to December 2019

- Coached beginning reporters and assigned and edited breaking news stories, honing my news judgement and sense of journalistic ethics
- Produced regular coverage and features for the education and community beats
- Created data visualizations for public safety and health stories
- Engaged with readers on social media to promote trust and better understand audiences

PolitiFact Missouri, a Missouri fact-checking website

Reporter

January 2019 to May 2019

- Pitched and wrote fact-checks with a focus on Missouri politics

POLITICO Europe, a publication in Brussels, Belgium

Production Intern

August 2018 to December 2018

- Wrote social media posts for Twitter and Facebook accounts with over 199,000 and 142,000 followers
- Designed pages for a weekly print news magazine
- Created preview “audiogram” videos for the EU Confidential podcast
- Wrote news briefs on breaking news from across the continent

CONTACT ME

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[@_oliviagarrett](https://twitter.com/_oliviagarrett)

Portfolio website:

oliviajgarrett.com

The Maneater, a student-run campus newspaper

UNews Editor, Beat Reporter

August 2016 to December 2017

- Hired and trained a staff of 10 beat writers
- Assigned, edited and wrote stories on administration, campus safety and research

EDUCATION

B.J. in Investigative Reporting and B.A. in Political Science

University of Missouri • December 2019