

Sarah Ehrlich

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Education

- . Colorado State University, Fort Collins, CO | Journalism and Agricultural Education | Present-Fall 2018 |
- . Adams State University, Alamosa, CO | Mass Communications | August 2014- May 2016 |
- . High School Diploma from Sargent High School, Monte Vista, CO | May 23rd 2014 |

Skills

- . Excellent verbal and written communication skills
- . Time management and adapting to different work environments
- . Organization and collaboration skills
- . Attention to detail
- . Friendly and helpful demeanor
- . MLA, APA and AP style sufficient
- . Experience in Microsoft Office, Dropbox and Wordpress
- . Beginner experience in Adobe Creative Suite

Relevant Experience

. **ARTS AND CULTURE DIRECTOR | ROCKY MOUNTAIN COLLEGIAN, CSU | MAY 2018-DEC 2018**

Beginning in May I will officially be director of the Arts and Culture desk for the Rocky Mountain Collegian. Responsibilities include; running weekly planning meetings for the desk, assigning stories and deadlines, editing content, attending daily budget meetings, reaching out to the community for future content, and helping/advising with any reporter concerns.

. **REPORTER AND PHOTOGRAPHER | ROCKY MOUNTAIN COLLEGIAN, CSU | AUG 2016-MAY 2018**

Duties include writing articles and taking photos focusing on campus/local events, as well as features on community members and local business. Assigned 1-3 articles or photo deadlines at weekly planning meetings with editors. Part of many collaborations with other writers and photographers, as well as other departments of Rocky Mountain Student Media Corporation (RSMC).

. **STUDENT ASSISTANT, DEAN'S OFFICE IN THE COLLEGE OF AGRICULTURAL SCIENCES, CSU | JULY 2017-PRESENT**

Responsible for greeting students and guests and making a welcoming space in the Dean's office. Event/meeting planning, copying, filing, document logging, mail sorting, answering and directing calls, and various work in Microsoft Office. I work closely with the Dean, assistant Deans, academic coordinators and professors within the College of Ag.

References

- . **Dr. James Pritchett**, Executive Associate Dean-College of Agricultural Sciences, CSU |
James.pritchett@colostate.edu, 970-491-6274
- . **Dr. Michael Martin**, assistant professor of Agricultural and Resource Economics, CSU |
Michael.j.martin@colostate.edu, 970-491-6949
- . **Randi Mattox**, current Rocky Mountain Collegian Arts & Culture Director, CSU |
rmattox@gmail.com, 405-630-7987