

# Clare Secrist

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## PROFESSIONAL SUMMARY

I am a strong communicator, have excellent writing skills and a proven ability to develop innovative solutions. Experienced in organizational diagnosis, project management and the design and facilitation of events and activities. Proven strong work ethic and time management skills with an unwavering positive attitude and the ability to adapt and think quickly to solve problems.

## EDUCATION

### **Sacred Heart University**

Fairfield, CT

*Master of Arts in Journalism and Media Production | GPA: 3.8*

*August 2022*

- **Relevant Coursework:** News Reporting & Producing, Live Event Production, Media Ethics in a Professional Context, TV News Magazine

### **University of Colorado at Boulder | College of Media, Communication and Information**

Boulder, CO

*Bachelor of Arts in Journalism with Emphasis in Broadcast. Minor in Media Studies | GPA: 3.8*

*May 2020*

- **Relevant Coursework:** TV Reporting, Principles of TV Production, Fundamentals of Reporting, Foundations of Media Studies
- Dean's List: 2016-2017, 2018-2019

## SKILLS

- On-Air Host in Studio
- Field Reporting
- Green Screen Work
- Interviewing
- Broadcast Style Scriptwriting
- Skilled at Adobe Premiere Pro
- Experienced at Final Cut Pro
- Highly skilled in Microsoft Office (Word, Excel, Outlook, PowerPoint)
- Significant experience in Proofreading, Journalist Ethics, Editing and Grammar
- Expert in the Associated Press style

## RELEVANT EXPERIENCE

### **WSHU Public Radio (NPR-Affiliate Station)**

Fairfield, CT

*News Reporter Fellowship*

*August 2020-August 2022*

- Produced in-depth stories of professional quality and investigative radio feature(s), both in multimedia and in the written form
- Focused on reporting, producing, scripting and voicing hard news and news features for radio broadcast and podcasting using professional tools and applications, as well as emerging digital platforms
- Attended weekly scheduled news meetings
- Worked in a collaborative news team setting to produce scheduled content

### **Pulse Plus TV**

Fairfield, CT

*Student News Reporter/Producer*

*January 2021-June 2022*

- Produced and anchored a student-run newscast
- Filmed, edited, and starred in news segments
- Produced news packages on time and in a newsworthy fashion

### **NewsTeam Boulder**

Boulder, CO

*Student News Reporter/Producer*

*August 2019-May 2020*

- Produced and anchored a weekly student-run newscast
- Worked in a News Team of three students in a professional studio setting
- Prepared news packages on a strict deadline
- Filmed, scripted, edited, and starred in live same day news packages

## HONORS AND REWARDS

- The Ralph Allen Memorial Scholarship-College of Media, Communications and Information
- Chosen for Top Essay in the University of Colorado's College of Media, Communication and Information Showcase

## LEADERSHIP/ACTIVITIES

### **St Baldrick's Volunteer**

2010-2016

- Planned and organized a community wide event that raised funds for childhood cancer research

### **Math and Reading Tutor**

2013-2016

- Taught elementary school students to read and develop their math skills