

# CLAIRE STEMEN

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## EXPERIENCE EDUCATION

### Anyway, We're Pretentious

Podcaster | October 2017–Present

Record and edit weekly podcast on various subjects with a focus on discourse; arrange guests and research for episode topic; maintain social media.

### FOUNT Leather Goods

Sales Associate | May 2017–Present

Use customer service skills to inform potential customers of our story and our product; provide a pleasant and personal shopping experience for customers; maintain records on stock, customer interactions, and custom orders; clean and organize store.

### Spaces & CO.

Operations Manager | July 2017–Present

Intern | May 2016–January 2017

Run day-to-day operations; plan and attend events; manage digital marketing for company and events; run company Instagram, Facebook, and Twitter; copywrite; create content for blog; produce audio and video content.

### FashionWeekOnline

Associate Editor | January 2016–Present

Write pieces on current trends or fashion topics; attend Fashion Week events in Paris and New York and write about them; take photos/other media of shows/events; run company Snapchat at shows.

### ClaireStemen.com

Personal Blog Manager | September 2013–Present

Create blog posts regularly to maintain readers; manage social media to create fan base; create images to accompany posts and to market on social media platforms; film and edit video logs; write monthly newsletter.

### Miami University

August 2013–May 2017

Co-Majors: Creative Writing, Comparative Media Studies.

Minor: French.

Honors: Magna Cum Laude, Phi Beta Kappa, and President's List.

## SKILLS

**Microsoft Office Suite** | Word, Powerpoint, Excel

**Strong Writer** | writing voice, fact-checking, editing

**Video & Audio Editing** | iMovie, Audacity, Adobe Audition

**Adobe Creative Suite** | Photoshop, InDesign

## REFERENCES

**Claire Weix** | *FOUNT Leather Goods*

Store Manager

412.352.6133 | flagship@fountleather.com (*phone preferred*)

**Pablo Van Arsdalen** | *FashionWeekOnline*

Publisher

323.663.1335 | pablopublisher@gmail.com (*email preferred*)

**Mack Hagood** | *Miami University*

Professor of Comparative Media Studies

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