

Michelle Adams

3415 Stone Creek Ct., Minneapolis, MN 55401 • Phone: 612-483-2357 • michelleadams@gmail.com
www.linkedin.com/in/michelle-adams-4278512/

PROFESSIONAL OBJECTIVE: Communicated objectives through written media including newspaper articles and social media – researched content to ensure the positive reputation of the organization.

SUMMARY OF QUALIFICATIONS:

- Maintained control of conversations when interviewing sources; interviewed sources in-person, on the telephone, and through virtual mediums; sent emails to sources to get quick point-of-views for various subject matter.
- Conducted in-depth research to stay on message; checked background information to stay focused on the purpose of the interview; made interviewees comfortable so that they would speak openly.
- Studied practical communications topics covering best practices with actionable advice that included tips, techniques, explanations, and anecdotes; developed long-term relationships with knowledgeable interviewees who provided in-depth content for news stories.

ACADEMIC COURSEWORK:

- Media Studies
- Oral Communications
- Advanced Logic
- Newspaper Journalism
- Public Relations
- Marketing

PROFESSIONAL EXPERIENCE:

January 2023 - Present

Journalist, The College Tribune

- Covered hard news stories that included local politics and local economic activities; conducted factual research that contained real-world implications; wrote balanced articles that required strict attention to details due to the sensitive nature of the topic.
- Collaborated with journalism teammates when editing, proofing and publishing articles; attained the objectives presented to staff members by the journalism professor who oversaw the publication of the weekly newspaper.
- Communicated with the student radio station to promote the student newspaper; created a symbiotic relationship with the student radio station by writing soft newspaper articles profiling the achievements of the media outlet.
- Prioritized attention to details by focusing on proper syntax and grammar; followed The Associated Press Stylebook for formatting consistency; structured stories by using the inverted pyramid metaphor.

EDUCATIONAL BACKGROUND:

Associate of Media Communications • Minneapolis Community College • August 2022 - Present