

A P R I L W I N Z

541-221-0127 • aprillynnwinz@gmail.com • www.linkedin.com/in/april-winz

COMMUNICATION EXPERIENCE

College of Arts and Sciences, University of Oregon

Lead Communications Assistant | Sept. 2023-Present

- Support hiring process including writing the job description, resume review, candidate interviews and onboarding training
- Oversee group of three students managing departmental social media accounts, campaigns and ensure brand consistency
- Hold regular communications group meetings with assistants and supervisors to create and implement strategies
- Assist in managing and updating of websites under department group

Communications & Social Media Coordinator | Apr. 2022-Sept. 2023

- Wrote articles for the Department of History website to promote student groups, events and resources
- Managed Instagram and Twitter accounts for the Department of History, reaching more than 900+ followers between sites
- Facilitated department website and updates
- Designed content for all accounts to promote events and student resources to foster a sense of community among students

School of Journalism and Communication, University of Oregon

Internal Communication and Front Desk Assistant | Jul. 2022-Present

- Lead student team of 3 in weekly newsletter creation and distribution for 2,000+ students
- Produce a podcast highlighting advice for students from the advising team
- Managed the SOJC's Career Services Twitter account of 5,000+ followers through planning and creating tweets; supported launch of SOJC LinkedIn group
- Provide students with information surrounding advising and student services
- Collaborate with an advising team of eight to ensure undergraduate students receive support

ADDITIONAL EXPERIENCE

First Year Programs, University of Oregon

Peer Mentor and FIG Assistant | Sept. 2022-Present

- Lead a group for first year students focused on learning Spanish
- Work with faculty to execute weekly seminars and trips for students in the FIG class
- Communicate bilingually in Spanish and English with the faculty and students
- Assist in planning and holding events that invite community for incoming freshman
- Host office hours for students to discuss concerns or issues they are facing

SKILLS

Premier Pro | InDesign | WordPress | Drupal | Muck Rack | Instagram | Twitter | LinkedIn

EDUCATION

University of Oregon | School of Journalism and Communication | BA in Public Relations, minor in Spanish | Expected 2024 | Cumulative GPA: 4.10 | Dean's List: Fall 2020 - Present