# SKILLS

HTML • CSS

**Expression Engine** 

WordPress • Mail Chimp

Social Media Tools & Trends

Google Analytics & AdWords

MS Word • PowerPoint

Excel • Outlook

Copyediting • Proofreading

Project Management

## **EDUCATION**

CORPORATE
COMMUNICATIONS
& PUBLIC RELATIONS
Centennial College, Toronto
2011

E-PUBLISHING

Algonquin College, Ottawa 2008

PRINT JOURNALISM Algonquin College, Ottawa

JOURNALISM BACCALAUREATE University of Ottawa 2007





A SKILLED COMMUNICATOR, I create high-impact digital content that moves people to action.

# **EXPERIENCE**

#### COMMUNICATIONS ASSOCIATE

Evergreen Brick Works / Toronto / 2011-2015

Coordinated, wrote and edited high-impact print and digital communications, including print and digital ads, blogs, e-newsletters and social media content to promote public events at Evergreen Brick Works.

- Managed organization's Facebook profile and national Instagram account, more than doubling the number of Instagram followers in the six months I took over the account.
- Oversaw and executed all digital and print promotions for public events, writing, maintaining and editing all online "What's On" event and program webpages.
- Composed e-newsletters with a Click-Through Rate of 6.8% in 2015 (up 2.6% since 2014).
- Launched Google Grants application for Google AdWords, with two years experience creating and managing paid search campaigns.

### WRITER AND BLOG OWNER

2011-Present

Founder and writer for nicoleczorny.wordpress.com and donvalleygirls.wordpress.com.

- Research and write original articles related to Toronto's Don Valley and local environment.
- Created custom header and blog design.

# MARKETING CONSULTANT, VOLUNTEER Toronto / 2011-Present

Toronto / 2011—Present

Advise community groups, organizations and businesses on various marketing and communications initiatives to increase awareness:

- Creating on a Google AdWords Grant Application for non-for-profit organization Pegasus.
- Conducted a social media audit for Naturopathic Doctor.
- Created the Mission statement and Tagline for the Wild Foragers Society, and designed a Mail Chimp E-newsletter for local business, Little Party-Goers Inc..