

# MJW

# MELISSA J. WELLS

## CONTACT

- ✉ melijwells99@gmail.com
- ☎ (951) 283-1867
- 🌐 melissajwells.com
- 🐦 @melissajowells

## SKILLS

- Final Cut Pro & Adobe Premiere, Adobe Audition
- AP Style & Copy Editing
- Microsoft Office, Google Suite, Slack, Discord
- LinkedIn, Twitter, Instagram, Snapchat, YouTube, TikTok

## LANGUAGES

- English ● ● ● ● ●
- Spanish ● ● ● ● ●

## VOLUNTEER WORK

### CLINTON GLOBAL INITIATIVE PRESS TEAM MEMBER FALL 2017

- Selected to direct public relations for the event.

### BOYS & GIRLS CLUB OF REDLANDS-RIVERSIDE OCT. 2022 – PRESENT

- Transferred information to, helped design and continually update their new website.

## RECOGNITION

### NORTHEASTERN ACHIEVEMENT AWARD FALL 2017 – SUMMER 2022

## EXPERIENCE

### BLAVITY MEDIA

#### BLAVITY U NEWS WRITER

📍 REMOTE

APRIL 2023 – PRESENT

- Write up to four stories per shift and source relevant news
- Stay abreast of viral trends on social media worth covering
- Curate questions to interview sources and pitch original long-form content

### GRAPHITE GROWTH INC.

#### DIGITAL CONTENT WRITER

📍 REMOTE

JAN. 2023 – MARCH 2023

- Created impactful, objective-oriented content for our clients and brands
- Researched, brainstormed and pitched creative article topics
- Fact-checked, proofread and edited content for accuracy and comprehensiveness
- Identified opportunities and plan improvements to existing content

### NBC & MSNBC NEWS SPECIALS

#### INTERNSHIP

📍 NEW YORK, NY

JULY 2019 – DEC. 2019

- Assisted with Special Reports and researched upcoming topics
- Aided production needs in the control room during Special Reports
- Searched, logged and archived Special Reports
- Maintained and updated Smartsheets of still photos for important figures
- Updated and sent out the Weekend Note each Friday with pertinent information for TODAY, Nightly News, Meet the Press, Standards, Legal, Public Relations and Rights & Clearances
- Contacted political campaigns for material needed for editorial use
- Supported the Specials team with logistical needs and oversaw runners for the MSNBC Democratic debate in Atlanta, GA

### THE AVENUE MAGAZINE

#### CONTRIBUTING WRITER JAN. 2018 – APRIL 2020

📍 BOSTON, MA

- Composed articles for The Avenue's *Outsider*, *Intimacy* and *Flux* print issues, primarily exploring the intersections of culture and race in beauty, relationships and activism
- Created articles for their blog addressing the evolution of the Women's Marches and the role of environment in the history of toxic masculinity

### WOOF LIFESTYLE MAGAZINE

#### CONTRIBUTING WRITER JAN. 2020 – MARCH 2022

📍 BOSTON, MA

- Lifestyle writer working in a fast-paced environment on a deadline
- Use narrative and long-form journalism as a medium to tell nuanced stories

## EDUCATION

### NORTHEASTERN UNIVERSITY

#### BACHELOR OF ARTS IN JOURNALISM

#### MINORS: CRIMINAL JUSTICE & MEDIA PRODUCTION

📍 BOSTON, MA

GPA: 3.45

📅 AUG. 2022