

KATRINA ALONSO

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EDUCATION

Pace University, Dyson College of Arts and Sciences

Bachelor of Arts (B.A.) in Communications and Media Studies
Minors in Digital Media Studies and Marketing

Summa Cum Laude

New York, NY

May 2019

HONORS & AWARDS

Sarah Willis Award for Journalism, Pace University

May 2019

Received for the article "University initiates sexual assault and security policy review following student walkout" for its thorough and hard-hitting look inside the origins of a school-wide protest against Pace University's sexual assault policies.

Trustees Award, Pace University

May 2019

Presented to the student whose positive contributions to University life and whose academic accomplishments exemplify the highest level of achievement attainable for an undergraduate.

RELEVANT EXPERIENCE

Scholastic

Editorial Assistant

New York, NY

September 2019 – Present

- Copy edits and proofreads manuscripts, bios, and sell sheets according to house style
- Reads and reviews queries and manuscripts for acquisition
- Supports business operations by managing author and artist contracts, inputting product information, and processing invoices for illustrators and authors
- Manages schedule for Vice President, Editorial
- Coordinates special events such as photoshoots, team gatherings, and birthday celebrations

CNBC

Talent Development Intern

Englewood Cliffs, NJ

January 2019 – May 2019

- Completed comprehensive business news-related research projects to ensure all external communications and event production efforts were organized and well-informed
- Assisted during video shoots and cut clips to streamline the video content production process for CNBC.com
- Prepared for and hosted events and activations, both internal and external, to help improve brand awareness and audience engagement

The Pace Press, Pace University

Editor in Chief

New York, NY

May 2018 – May 2019

- Managed staff of 15 and led them in weekly pitch and staff meetings
- Liaised between writers, editors, advisors, and press contacts outside the organization to cultivate sources for the newspaper staff
- Performed final edits on all content, both print and digital, to assure the quality of writing and reporting

Features Editor

May 2016 – May 2017

- Pitched and wrote an average of 6 food-, travel-, and human interest-related stories per week for online and print platforms to ensure reliable flow of features content
- Used Adobe InDesign and Photoshop to create a visually appealing and well-curated features section for the newspaper's print platform every two weeks

Interview Magazine

Freelance Writer

New York, NY

January – August 2017

- Reviewed music videos, new songs and albums, and the latest in runway fashion for Interview.com

Out Magazine

Editorial Intern

Brooklyn, NY

September – December 2016

- Researched, pitched, and wrote stories about LGBTQ+ community-related news, politics, entertainment, and travel for Out.com

SKILLS

Adobe Acrobat • Adobe InDesign • Adobe Photoshop • AP Style • Basic HTML • Canon Camera Systems
Chicago Manual of Style • Microsoft Office Suite • WordPress

LANGUAGES

Professional Proficiency in Filipino and Spanish • Elementary Proficiency in Italian