

Audrey Williams

EDUCATION

The Ohio State University, College of Arts and Sciences
BA in English, BA in Strategic Communication
Science and Environmental Communication Certificate

Columbus, OH
May 2027
GPA: 4.0 / 4.0

PROFESSIONAL EXPERIENCE

Ohio Division of Forestry

Communications Intern

Columbus, OH
May 2025-present

- Coding and managing an Excel sheet tracking shifts and shirt orders of 200+ fair volunteers
- Producing promotional and educational forestry materials such as articles and social media posts
- Organizing and leading activities at educational forestry and sustainability events across Ohio

Ohio State University Department of English

Student Communications Assistant

Columbus, OH
August 2024- present

- Creating graphics and content for department social medias, increasing Instagram engagement by 70%
- Publishing articles and event announcements for department website
- Gaining proficiency in website and social media management tools such as Drupal and Sprout Social

The Seasoned Farmhouse

Event Staff

Columbus, OH
September 2023- November 2024

- Fostering warm environment by greeting and serving 20-30 guests each cooking class
- Managing a clean and organized workplace to accommodate guests wishes
- Standing and multitasking between required tasks for upwards of 5 hours at a time

Orangetheory

Sales Associate

Jackson, WY
May 2024- August 2024

- Grew membership by 22 members through marketing and sales outreach
- Created social media posts and promotional material
- Managed front of house, developed positive relationships with current members

CLUB INVOLVEMENT

Mountaineers at OSU

Publicist, Trip Leader

Columbus, OH
Aug 2023-present

- Planning club trips, involving creating itineraries and calculating expenses using Excel
- Running all club outreach, including social media, involvement fairs, and hosting 2 speaker events
- Organizing and marketing Columbus's showing of Reel Rocks, an annual traveling film festival

Fisher Ink Business Magazine

VP of Writing

Columbus, OH
Aug 2023-present

- Producing one finished AP article for each bi-yearly publication
- Reaching out and interviewing relevant article participants
- Editing and supervising 10+ peer articles, providing general and grammatical AP style feedback

The PRactice

Account Associate

Columbus, OH
Jan 2025-May 2025

- Working with 2 paying companies to provide PR services and help market their brand
- Conducting market research on current trends and relevant persons
- Reaching out to an establishing relationships with influencers and media on behalf of the companies

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International Affairs Scholars

Columbus, OH

Scholar, Mentor

Aug 2023-May 2025

- Engaged in structured discussion surrounding current global events with peers
- Organized a service project resulting in 7 bags of trash being cleared from the Olentangy river
- Served as a mentor figure for 3 freshmen in the program, helping them navigate Ohio State

PROFICIENT IN: Adobe, Microsoft Office & Excel, Canva, AP writing, Drupal, Sprout Social, event planning

PORTFOLIO: <https://audreywilliamsme.wixsite.com/college-portfolio>