

Caroline Grace Lewis

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EXPERIENCE

Writer

Fox & Friends | New York, NY

October 2023 - current

- Writing headlines and editing video for the top viewed cable morning news shows: “Fox & Friends” and “Fox & Friends First”

Social Media Manager & Writer

Frivolous Comma | Remote

December 2022 - September 2023

- Writing original articles for the website
- Planning using an Editorial Calendar and scheduling out posts in advance using Publer
- Engaging with social media followers and reaching out to authors to draw in podcast guests and subscribers

News Producer

WTLX ABC 27 | Tallahassee, FL

January 2022 - September 2023

- Met strict deadlines: choosing stories, creating graphics, providing pitches, and writing scripts using ENPS software
- Communicated with directors, editors, & anchors to ensure the show’s vision is achieved. Timed out the show.

Volunteer: Public Relations

WVFS Radio V89 | Tallahassee, FL

October 2021 - December 2021

- Developed communication skills by drawing in customers and promoting the radio’s brand using incentivized marketing strategies

Social Media Manager

FSView & Florida Flambeau | Tallahassee, FL

May 2021 - December 2021

- Produced and recorded TikTok videos presenting top weekly news stories and interviewing students around campus.
- Converted news stories into posts daily via Facebook, Twitter, and Instagram.

News Writer

FSView & Florida Flambeau | Tallahassee, FL

August 2020 - April 23, 2021

- Produced AP Style news articles abiding by a weekly deadline
- Interviewed sources, researched, and photographed content to put stories together
- Produced an article that gained thousands of shares on Instagram, captivating local businesses (i.e. Madison Social of Tallahassee). Titled: “What Quarantine Looks Like for Students Inside FSU’s COVID Dorms”
- Wrote two articles that featured in a well-established local newspaper called *The Tallahassee Democrat*, with another article being featured on the Microsoft news website *MSN*. Titled: “What Quarantine Looks Like for Students Inside FSU’s COVID Dorms” and “Here’s How the three FSU President Hopefuls Responded to Student Questions”

Editing, Writing & Media Intern

FSU’s Center for the Advancement of Human Rights (CAHR) | Tallahassee, FL

May 2021 - July 2021

- Expanded social media content on Instagram, Twitter, Facebook & the CAHR’s personal website (by creating an “Intern Spotlight” series) to expand on their mission to assist refugees & asylum seekers.

EDUCATION

Florida State University | Tallahassee, FL

Graduated Dec. 2021

- Bachelor of Arts & Sciences
- Major: Writing, Editing, and Media
- Minor: International Affairs

Vero Beach High School | Vero Beach, FL

Graduated March 2018

- Graduate Degree

Canva | Slack | Presto | Okta | AP Style | Publer | Airtable | Worklife

- President and Vice President of SADD Club (2016-2018)
 - SADD: Students *Against* Destructive Decisions, centered around deterring students from the harmfulness of drugs and alcohol.