

AMANDA BLAKE

• Writer & Editor •

PROFESSIONAL SUMMARY

A meticulous and creative journalist, copy editor, and content manager. Award-winning former editor-in-chief of student newspaper. Articles published by local and national periodicals. Always hardworking and enthusiastic.

EXPERIENCE

June 2024 -
June 2025

Temporary Editorial Assistant

Voice of Prophecy, Remote, 38 hours per week

- Edited and proofed public-facing materials: social media posts, email campaigns, books, etc.
- Wrote news releases and feature articles to promote products
- Wrote informational and advertising copy

Aug. 2023 -
May 2024

Editor-in-chief (Managing Editor '22-'23; News Editor F21; Lead Reporter '22-'21)

Southern Accent student newspaper, Collegedale, TN, 15.5 hours per week

- Managed publication's social media accounts, website, and team of 20+ members
- Copy edited, fact-checked, and designed weekly newspaper
- Wrote news and feature articles in AP Style
- 80+ stories published; involved in creation of 80+ issues

May - Aug.
2023

Communications Intern

Thriveworks, Remote, 20 hours per week

- Developed communication strategies to enhance corporate culture and build morale
- Assisted head of internal comms with email marketing, ghostwriting, and brand compliance
- Designed newsletters and presentations reaching 3,000+ employees

Aug. 2021 -
Dec. 2023

Staff Writer

SAU's Marketing and University Relations, Collegedale, TN, 5-10 hours per week

- Wrote press releases and engaging stories reflecting SAU's mission
- 30+ stories published in local and national publications

SKILLS

News Writing	Adobe Creative Cloud
Copy Writing	Interviewing
Copy Editing	Research
Proofreading	Teamwork
Editorial Design	Detail-Oriented

ACHIEVEMENTS

- Lead writer of newspaper coverage that won "Award of Excellence" from Associated Church Press
- Two articles published by Chattanooga Times Free Press
- Wrote chapter for SDA 2024 young adult devotional
- Student winner in news writing category at 2024 Society of Adventist Communicators Convention

