

# JANE GOPHER

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## EDUCATION

**Goucher College**, Baltimore MD, Bachelor of Arts, Communications and Media Studies, May 2005

- *Relevant Coursework:* Studio Television Production, Television and Ethnicity, Pop Culture, Research Methods in Communications, Electronic Field Production, Media Ethics, Media Criticism, Advanced Television Production, and Children and Television

## RELATED EXPERIENCE

**Station Manager, WGTN-TV**, Goucher College, Baltimore, MD, Summer 2004-present

**Member**, Spring 2003-Spring 2004

- Reach out to campus organizations to promote the station and create advertising opportunities, helping increase viewership of WGTN by over 50% in one year.
- Select and coordinate weekly schedule of student programming for a 24/7 operation.
- Produce, direct, tape, and edit events, commercials, and weekly Student Government Association meetings.
- Train and supervise students to perform television production tasks to ensure quality production.

**Teacher Assistant, Studio Television Production**, Goucher College, Baltimore, MD, Spring 2005

- Demonstrated the proper way to use cameras, tripods, switchers, monitors, and audio equipment.
- Helped students set up remote shoots and with troubleshooting as needed.
- Assisted by gathering and setting up equipment.

**Intern, ZOOM, WGBH Television**, Boston, MA, Summer 2003

- Worked closely with the show's producers and other members of the crew to help create sixth season of a children's television program.
- Researched and compiled background information for scripts, organized rehearsals for show segments, and coordinated game testing at three Boston-area after-school programs.
- Helped to create set pieces and props to be used on the program.
- Read viewer mail recommended submissions for use on the show.

**Adult Staff, Fun in the Sun, South Boston Boys and Girls Club**, Boston, MA, Summer 2001

**Director of Education Center**, Summer 2002

- Managed the Cadet programming for new campers going into first grade, planned educational field trips throughout Boston, and supervised staff of 5.
- Promoted to Director of the Education Center and as director prepared daily educational activities for children ages 6-13 including science experiments, reading activities, and math exercises. Supervised staff of 8.

## LEADERSHIP AND ACTIVITIES

**Student Member, Hillel Advisory Committee**, Goucher College Hillel, Baltimore, MD, Fall 2003-present

- Collaborated with the Hillel Director, Jewish faculty and staff members, and fellow students to deliberate and provide feedback regarding programming and needs.

**Vice President of Public Relations, Hillel**, Goucher College, Fall 2012

- Facilitated planning and promoting activities for Hillel on campus.
- Distributed Hillel weekly email update and communicated with prospective students and others interested in Goucher Hillel.

**Ambassador, Admissions Office**, Goucher College, September 2001-present

- Conduct tours of the campus and host prospective students overnight.
- Elected Ambassador of the Year for the 2003-2004 school year.

## WORK EXPERIENCE

**Student Assistant, Admissions Office**, Goucher College, 2002-present

- Call prospective students to remind them of Admissions events in their area.
- Perform basic office work including filings and mailings.