

Emma Unger

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EDUCATION

University of North Carolina at Chapel Hill, Hussman School of Journalism and Media Aug. 2022–Present
Bachelor of Arts: Journalism, Economics
GPA: 3.916
Honors: Dean's List (all semesters)

EXPERIENCE

The Daily Tar Heel *Chapel Hill, NC*
Assistant Copy Editor July 2024–Present

- Monitored newsroom-wide story flow and delegated tasks to a staff of 14 people to maintain efficient movement throughout the publication process and ensure thorough editing for every story
- Conducted final reads on stories before publication for grammar, style, correctness and readability
- Wrote abstracts and headlines for stories, published online stories and placed print stories in layout

Copy Desk Staff Member Sept. 2023–July 2024

- Proofread and edited four news stories per shift, correcting grammatical errors to improve readability
- Ensured consistent style across publications through meticulous editing according to newsroom style guide
- Reviewed information sources, analyzed data to determine content accuracy and prevent misinformation

Triangle Media Partners *Chapel Hill, NC*
Editorial Intern Dec. 2023–Present

- Wrote pieces with varying styles and formats for three bimonthly print magazines and two online publications to inform community members about local events, people and businesses
- Conducted interviews and communicated with individuals and businesses to gain and verify information
- Implemented search engine optimization practices to maximize website traffic and viewership

Camp Arcadia *Arcadia, MI*
Assistant Program Director May 2024–Aug. 2024

- Managed the assignments of a 12-person staff through twice-daily meetings and led the setup, teardown and facilitation of five events for 100-200 guests daily to ensure smooth programmatic operation
- Improved guest satisfaction by establishing personal relationships and meeting individual needs
- Invented and led programming events for all ages, providing recreational opportunities for guests

Assistant Cook May 2023–Aug. 2023

- Led daily team meetings with 12 employees to assign responsibilities and guide staff through operation
- Maintained clear communication channels between levels of employment through weekly goal-alignment meetings with managers and one-on-one meetings with employees
- Addressed individual guest needs by creating personalized dining plans to ensure inclusivity

ACTIVITIES

Residence Hall Association Community Government *UNC-Chapel Hill*
Treasurer Sept. 2022–May 2024

- Managed budgets of \$8,000 and \$13,000 to guarantee financial security and hold necessary funds
- Planned for bi-weekly events by researching market prices and forecasting future financial needs
- Calculated outflow and inflow of money and balanced accounts accordingly to avoid budgetary concerns

SKILLS

Technology: Microsoft Office Suite, Adobe Premiere Pro, Adobe Audition, Adobe InDesign, R and RStudio, Python, HTML/CSS

Personality: Adaptability, Attention to Detail, Communication, Critical Thinking, Time Management

References available upon request.