

Whitney Carter

Journalist and Public Relations Professional
Community Relations ~ Editorial and Creative Writing

Bothell, WA

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[Linkedin](#)



PROFILE

Passionate and enthusiastic community-minded Journalist and Public Relations Professional who offers exceptional writing, intercultural communication, and community relations skills. Highly capable of leading teams, managing deadlines, and growing online and print news media. A creative thinker who can easily construct innovative publication designs/layout and develop compelling editorial copy. Exceptional communicator with strong community ties who has a passion for coordinating relationships between local businesses, agencies, schools, and community groups and developing and executing highly sustainable programs.

CORE COMPETENCIES

- ▶ Community Relations and Outreach
- ▶ Cross-functional Team Management
- ▶ Press Releases
- ▶ Publishing Layout and Design
- ▶ Editorials and Written Communication
- ▶ Public Speaking
- ▶ Leadership and Development
- ▶ Program and Project Management
- ▶ AP and Creative Writing
- ▶ Intercultural Exchange / Cultural Immersion
- ▶ International Mission Work
- ▶ InDesign Publishing Software

PROFESSIONAL EXPERIENCE

Community Relations Intern | Spokane Teachers Credit Union (STCU)

Spokane, WA | 09/2015– present

Assist Community Relations Department with outreach in the states of Washington and Idaho. Increase visibility and establish community ties in accordance to the mission and goals of STCU.

Key Contributions and Accomplishments:

- ▶ Wrote two press releases that were published by two major media sources.
- ▶ Appeared on the local network news, as a representative of STCU, at a sponsored community event.
- ▶ Wrote multiple posts that were published on the STCU blog.

Opinions Editor | The Whitworthian

Spokane, WA | 09/2014 – 12/2015

Managed editorial staff and planned publications in accordance to style/editorial policies assuring all content met publishing requirements. Coordinated cross-functional tasks across multiple departments to allocate page layouts and design. Developed and managed editorial deadlines for digital and print news copy. Assigned/approved layouts, edited and proofread copy, and wrote column editorials.

Key Contributions and Accomplishments:

- ▶ Won 5th place "Best in Show" award from the College Media Association for best non-daily newspaper.
- ▶ Created two new weekly columns utilizing input from over 500 students.
- ▶ Wrote a weekly editorial reaching 2,500 students and alumni.

Resident Assistant | Whitworth University

Spokane, WA | 09/2013– 05/2015

Facilitated and assisted student's personal, social, and academic living adjustments to university lifestyle, socially and academically. Provided peer mentorship/guidance and acted as a positive role model to incoming and continuing students. Handled conflict resolution and created, organized, and managed residential activities. Communicated and enforced university policy and procedures.

Key Contributions and Accomplishments:

- ▶ Created and organized Fall Fest, the first annual full campus event.
- ▶ Implemented eight monthly diverse programs for an average of 10 students.
- ▶ Achieved 100% compliance rate for providing and delivering overviews of policies and procedures.

Visitation Supervisor | Department of Child and Family Services

Spokane, WA | 11/2012– 05/2015

Supervised and provided transportation to/from court-ordered visitation for children placed in foster care due to abuse and/or neglect. Observed, assessed, and documented parent-child interactions. Organized, copied, and filed case records.

Key Contributions and Accomplishments:

- ▶ Provided critical emotional stability for children in crisis.
- ▶ Supervised court-ordered visitation for an average of three families.
- ▶ Maintained 100% transportation safety record.

Childcare Provider | YMCA Childwatch / Adventure Zone

Mill Creek, WA | 5/2012-present

Facilitate and engage in educational activities and games for an average of 15 children. Initiate and maintain positive relationships with family members and staff. Maintain supplies, equipment, and materials.

Key Contributions and Accomplishments:

- ▶ Maintained a perfect safety record for 16 consecutive quarters.
- ▶ Successfully completed annual corporate training reviews.

COMMUNITY SERVICE AND VOLUNTEER WORK

Intake Volunteer | Hand-in-Hand

Everett, WA | 02/2012 - present

Provide nurturing and compassionate care, for children recently removed from their home environment, at Hand-in-Hand's safe place facility.

One Voice Events Volunteer | Jackson High School

Lynnwood, WA | 02/2011 - present

Developed and provided oversight for student events involving human trafficking issues.

International Service Volunteer | Salt Academy

Battambang, Cambodia | Summers 2004 to 2011

Worked with marginalized youth/girls rescued from human trafficking and orphanages in Cambodia.

AWARDS AND HONORS

- ▶ ICW-Violet A. Boyer Scholarship recipient (2014-2015)
- ▶ Sharon Nelson Scholarship recipient (2013-2015)
- ▶ Most Inspirational for High School Soccer (2009-2012)
- ▶ Mill Creek Rotary Student of the Year (2012)
- ▶ Mill Creek Journal Student of the Month (2011)
- ▶ AP Scholar (2011-2012)
- ▶ Whitworth University Communications, Departmental Scholarship Award (2011)

EDUCATION

Bachelor of Arts, Communication, Minor in Political Science

Whitworth University, Spokane, WA, 2015

Certificate of Study

University of the Nations (U of N), Kona, HI, 09/2005-02/2006