

# BROOKE HARRISON

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## EDUCATION

[Florida State University, Tallahassee, FL \(Aug 2014-Dec 2017\)](#)

**Final GPA:** 3.975 • **Major:** Bachelor of Arts in Editing Writing Media • **Minors:** Communications, Entrepreneurship

**Achievements:** Florida State University Dean's List (every semester) • University Freshman Scholarship (Fall 2014-Fall 2017) • Florida Bright Futures Scholarship (Fall 2014-Fall 2017)

**Semester Abroad in London, UK (Spring 2016):** Bess Ward Study Abroad Scholarship • International Programs Achievement Scholarship • College of Arts and Sciences Study Abroad Scholarship

## WORK EXPERIENCE

[Copywriter - Society of American Small Business Accountants, Tallahassee, FL \(Nov 2016-May 2017, Aug 2018-current\)](#)

- Draft and revise executive summaries, marketing materials, and content for email campaigns.
- Participate in weekly ideation and brainstorming sessions.

[Program Assistant – Florida State University London, London, UK \(Feb 2018-Aug 2018\)](#)

- Served as a liaison and leader for students, providing 24/7 support and pastoral care, such as accompanying students to seek medical care and mediating student conflicts. Facilitated program events and projects.
- Researched and designed trip itineraries. Provided students with opportunities for academic and cultural enrichment within and beyond London by offering ideas for themed excursions and making bookings and travel plans.
- Led groups of students, interns, and faculty both within London and on excursions and trips outside the city.
- Handled administrative duties including budget management and record-keeping.
- Coordinated the hiring process for new faculty and staff by corresponding with candidates, reviewing applications and CVs, and preparing for interviews.

[Print Production Intern – Marvel Entertainment, New York City, NY \(June 2017-Aug 2017\)](#)

- Quality-checked printed materials including comic books and trade paperbacks.
- Worked under the Assistant Manager of the Print Production department to catch and list printing errors which were reported to vendors for correction and reprinting.

[Editorial Intern - Tallahassee Woman Magazine, Tallahassee, FL \(May 2016-Aug 2016\)](#)

- Wrote 3 articles for the Aug/Sep 2016 "80s Throwback" issue of the magazine and edited over 30,000 words across 3 issues (Jun/July 2016 issue, Aug/Sep 2016 issue, TalTeen Spring/Summer 2016).
- Contributed to and scheduled social media including Pinterest, Facebook, and Instagram.
- Proficient with software including MS Office Suite, Photoshop, InDesign, and Dropbox.

## PERSONAL ACHIEVEMENTS

[Travel and Lifestyle Blogger – marionave.com, Tallahassee, FL \(Jan 2018-current\)](#)

- Launched self-hosted Wordpress site to create digital media content including blog posts and custom graphics.
- Write weekly articles discussing international travel experience and post-graduate life advice.

[Author and Speaker – Tallahassee, FL \(Aug 2008-June 2012\)](#)

- Wrote, revised, edited, and self-published 3 fantasy novels.
- Spoke to middle grade audiences about creative writing process and goal-setting at local middle schools as well as Barnes & Noble and Borders bookstores.