

Meredith Rasnic

Public Relations Student

PROFESSIONAL SKILLS:

- Time and project management
- Written and verbal communication
- Public speaking
- Organizing content and activities
- Building relationships

PERSONAL SKILLS:

- Dependable
- Leader
- Outgoing
- Cheerful
- Encouraging
- Organized
- Enthusiastic
- Self-Motivated

HONORS AND AWARDS:

- Outstanding Senior, Gaylord College of Journalism and Mass Communication
- President's Award for Outstanding Freshmen Recipient 2017
- President's Leadership Class 2016-2017

MR

CONTACT:

405-640-4829

meredithrasnic@gmail.com

SOCIAL:

Meredith Rasnic



meredithrasnic.weebly.com

EDUCATION:

- University of Oklahoma, Gaylord College
- Public Relations major, Human Relations minor

Overall GPA: 4.0

Graduation Date: May 2020

CAMPUS LEADERSHIP & INVOLVEMENT

- **Chair of the Gaylord Ambassadors:** As an Ambassador, I serve as a representative of Gaylord College at campus events, give tours to prospective students and serve as a liaison between current students and the faculty & administration. As the chair of the Ambassadors, I coordinate guest speakers, organize student committees, plan the logistics of an facilitate monthly meetings, as well as oversee the weekly tour operations of the Ambassadors. (Fall 2017-present)
- **Crimson Club member-** the University's official historians and ambassadors of the Office of the President. Responsibilities include hosting a table at President's Associates dinners, greeting alumni and donors at special events and leading tours for distinguished campus guests. (Spring 2018-present)
- **University of Oklahoma Tour Guide-** Lead campus tours for guests and introduce prospective students and their families to OU (Fall 2018-present).
- **LEAD Team member:** Ambassador and event facilitator for the Office of Leadership and Volunteerism. (Fall 2017-present)
- **Public Relations Student Society of America (PRSSA) member** (2017-present)
- **Dinner with a Dozen Participant:** a program with the Student Alumni Association that brings 12 students and a successful alumnus together over dinner providing networking opportunities and personal and professional growth to students. (2016-present)

WORK EXPERIENCE:

- **Smithsonian National Museum of American History** Development, Fundraising, and Donor Relations Intern: Summer 2019
 - Worked on prospect identification, such as online research and creating in-depth donor profiles.
 - Managed and processed mailings for the Smithsonian Council for American History.
 - Assisted with donor tours, donor meetings, membership/major gift events, and museum-wide events.
 - Created and managed invitation and mailing lists for VIP events.
 - Drafted fundraising materials, such as proposals, blog posts, e-solicitations, and talking points for donor tours.
 - Assisted with data processing and mailings.
- **Oklahoma Electric Cooperative (OEC) PR Intern:** February 2017-May 2019
 - Created and posted social media content for all social media channels.
 - Served as Ambassador for OEC Youth programs- speaker at various large events (500+) about personal experiences with OEC Youth Programs.
 - Corresponded with recipients of Operation Round-Up, the grant-funding philanthropy program of the OEC foundation.
 - Worked with principals, counselors and teachers to plan and coordinate school visits and Youth Program presentations.