

ERICA BAIL

347.688.2442

ericalbail@gmail.com

EXPERIENCE

Production Assistant, Treasure Hunter's Roadshow, Milwaukee, WI. Oct. 2010

Production Company: EZ3 Productions. Reported to: Carey Lundin, Supervising Producer. Assisted with set and location production. Recorded camera logs, collected talent and location releases, packed and unpacked gear, ran errands.

Communications/PR Assistant, Youth Service America, Washington, D.C. Feb. 2010-June 2010

Assists director of communications. Writes press releases for national distribution, and designs, writes and edits YSA's Quarterly Webzine. Maintains online presence and promotes YSA's and affiliates' programming by regularly updating Twitter accounts and Facebook fan pages.

Stylist's Assistant for Harper's Bazaar, New York, NY. Dec. 2009

Assisted Aleksandra Woroniecka, Fashion Editor/Stylist, and Joanna Hillman, Senior Fashion Market Editor. Packed trunks, arranged and steamed clothes, dressed model, tailored minor clothing adjustments, and prepared sitting sheets.

Head Fashion Market Intern, Harper's Bazaar, New York City, NY. Sept. 2009-Dec. 2009

Managed group of ten interns, coordinated incoming and outgoing clothing samples, created and maintained memos for front-of-book spreads, and assisted with administrative tasks. Only intern chosen to assist Aleksandra Woroniecka, Fashion Editor/Stylist, and Joanna Hillman, Senior Fashion Market Editor, at photo shoots for the April 2010 issue of Harper's Bazaar.

PR Intern, Film Wisconsin, Milwaukee, WI. Jan. 2009-July 2009

Responsible for promotion via Facebook and Twitter for Film Wisconsin's benefit party and advanced screening of the Universal Pictures movie, PUBLIC ENEMIES, in Milwaukee, WI. Assisted with event management at the benefit.

Editorial Intern, Reader's Digest Association, Greendale, WI. May 2008-Jan. 2009

Wrote and edited recipe introduction copy and feature stories for Taste of Home, Cooking for 2 and Healthy Cooking magazines. Participated in brainstorming meetings about improving TOH's online presence and generating a younger demographic. Suggested vlog production to increase Web site visits.

Editorial Intern, Milwaukee Home & Fine Living Magazine, Milwaukee, WI. Jan. 2008-May 2008

Copy edited, fact checked, wrote and assisted on article scouting trips. Was the first intern to write a feature for the magazine. Organized a photo shoot and wrote article for the May/June 2008 issue.

Student Political Correspondent, WISN-TV, Milwaukee, WI. Oct. 2007-Feb. 2008

Reporting intern for WISN.com's Emmy Award winning Student Commitment 2008 project. Contributed articles and photographs, and anchored segments for live streaming coverage of the Wisconsin 2008 Primary Election.

SKILLS

Proficient in social media marketing – including Twitter, Facebook and blogging. Comfortable with Microsoft Office Suite, Adobe Creative Suite, AP Style, and HTML. Experience in writing, copy editing, fact checking, using and creating content management systems, and internet research. Strong administrative skills.

EDUCATION

Marquette University, Milwaukee, WI. - B.A. Journalism, May 2009 - GPA 3.25