

# Sarah Elizabeth Goshen

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Production professional who is highly skilled at facilitating the needs of the business. Getting people on board and facilitating the creative and production process to turn out the desired vision of both the studio and client.

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## Credits

**2015: Associate Producer– Coyote Bill (New Media)**

**2015: Associate Producer – On The Exhale (New Media)**

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## Professional Experience

### FOX Sports

**Marketing & PR Assistant** (04/2015-present)

#### **Key Achievements:**

- Coordinate executive's schedules, expenses, travel, and drive ons
- Coordinate and assist with planning and development of all marketing and on air promotional campaigns
- Coordinate events and practices of FOX Sports University
- Assist with social and digital programs across all regions
- Assist with intern program and new employee onboarding
- Assist with Log Entry and Scheduling

### The Southern California Intercollegiate Athletic Conference (SCIAC)

**Executive Assistant** (12/2014-06/2015)

#### **Key Achievements:**

- Work directly under the Executive Director of the conference while creating a smooth daily schedule
- Planned The SCIAC's Swim & Dive, Basketball, and Track & Field Championships events
- Participate in conference calls, meetings, and brainstorming activities
- Research and create articles for consumption by SCIAC leaders, athletes, and peers

### TEKsystems

**Technical Recruiter** (02/2014-01/2015)

Responsible for filling key roles, across multiple verticals in the technology space.

#### **Key Achievements:**

- Sourced, qualified, and submitted candidates to fill requisitions for large national clients base
- Built extensive online database and network on social media, while successfully acquiring new accounts
- Responsible for marketing and selling TEKsystems to Fortune 500 companies

### ESPN Radio

**Associate Producer** (12/2012-05/2013)

Responsible for show setup and breakdown, day-to-day activities for live show, and daily headlines.

#### **Key Achievements:**

- Produced and edited the live show utilizing Nexgen RCS Zetta Radio Automation Software
- Researched statistics and information related to show topics
- Operated the soundboard show as well as screened all calls
- Managed all daily traffic for the live show
- Responsible for the show log
- Responsible for recording, voicing, cutting, and editing audio for commercials, paid shows, guest interviews, and sporting events utilizing Cool Edit Pro and Adobe Audition

### **Radford Athletics**

#### **Production Assistant** (10/2010-5/2013)

Effectively worked with the media team to produce the media coverage for Radford University and the Big South Network.

#### **Key Achievements:**

- Produced live broadcasts, ran the on-air console and the instant replays, pulled highlights from sporting events, edited show and guest interviews, updated transmitter logs, and recorded/edited shows for re-broadcast
- Assisted with pre and post-production for athletic games
- Utilized Audacity, Final Cut Pro, and Adobe Audition for editing purposes
- Responsible for training and development of all new team members
- Gathered live audio from sporting events, press conferences, and conducted pre & post-game interviews

### **EMAP**

#### **Editorial Intern/Feature Writer** (5/2012-7/2012)

Studied abroad in Europe and effectively conducted interviews and wrote featured articles.

#### **Key Achievements:**

- Worked directly under the Editor-In-Chief
- Successfully wrote and edited feature articles for The Nursing Times and the affiliated website
- Participated in the daily brainstorming and social media with Editor-In-Chief and staff writers
- Responsible for researching and pitching new feature articles

### **Skills & Associations**

- Member of the American Sportscasters Association
- Hands on experience with Microsoft Office, iMovie, Dreamweaver, Photoshop, Cool Edit Pro, Audacity, Final Cut Pro (certified), and Adobe Audition
- Experience with video production and post production as well as professional grade camera and lighting techniques

## **Education and Credentials**

### **Bachelor of Science in Media Studies with a focus in Broadcast Journalism**

Radford University – Radford, VA.

### **Study Abroad – British Broadcasting**

London South Bank University – London, UK.