

Kara Headley

karaheadley@gmail.com | (586) 291-6448 | karaheadley.com

EDUCATION

B.A. in Professional Writing
Michigan State University, Dec. 2020

- Minors: Environmental and Sustainability Studies, Documentary Production
- Honors College
- Study Abroad: Environmental Communication and International News in Peru
- GPA: 4.0

HONORS AND AWARDS

MSU Dean's List

MSU Fall 2020 Board of Trustees Award

Honors College Alumni Distinguished Scholarship, MSU Honors College

Flint Youth Film Festival 2020

- 2nd Place 20-25 Nonfiction Film, *The Moistest Museum*
- 3rd Place 20-25 Nonfiction Film, *Side Hustlers*

Detroit 48 Hour Film Festival 2017

- Best in Category and Best Costumes, *Little Miss Hysteria*

SKILLS

Adobe Creative Suite: Premiere Pro
CC, After Effects, InDesign,
Photoshop, Illustrator

Audacity
Sprinklr
Hootsuite
Mailchimp
Elementary Spanish

WORK EXPERIENCE

Communications Coordinator January 2021 - Present
Media Communications Intern June 2019 - January 2021
MSU Innovation Center
East Lansing, MI

- Assist communications director in overseeing editorial and social media content
- Run all social media accounts, @MSUInnovation
- Write news features about new innovations, faculty members, and events
- Oversee team of interns and their projects

Editorial Fellow
Women and Hollywood Jan. 2021 - Present
Remote Position

- Update weekly newsletter with information on films directed/written by women
- Write bi-weekly blog posts for web content
- Copy edit interviews with filmmakers

Social Media Specialist and Staff Writer
agnés films June 2019 - Present
East Lansing, MI

- Manage all social media accounts, gaining 1900+ followers
- Write film reviews and conduct interviews for website content

Media Intern
MSU Foundation February 2021 - Present
East Lansing, MI

- Create and manage content for the Conquer Accelerator social media
- Graphic design for social media in Canva and InDesign
- Shoot and edit short videos for YouTube

Script Supervisor
Nain Rouge Films June 2014 - Present
Macomb, MI

- Maintain schedule for video shoots
- Communicate direction to actors and extras to accurately reflect script
- Watch for potential continuity issues while on set