

Jamie Hoven

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EDUCATION  
December 2019

**Bachelor of Arts in Communication and Information Sciences**

The University of Alabama, Tuscaloosa, AL  
Major: Public Relations and Spanish  
GPA: 3.86

SKILLS

Adobe Suite	Budget management
Microsoft Office Suite	Creative problem-solving
MindBody (Scheduling & Marketing Suite)	Intern management
CoSchedule	Social media campaigns
Buffer	Organizing
Sprout Social	Multitasking
Meeting deadlines	Branding
Creating/curating/scheduling social content	Writing across all platforms
Leadership	Strategic social consulting
Customer service	

EXPERIENCE

**Social Media and Marketing Coordinator** | *August 2022 – current*

Crimson Care Network, Tuscaloosa, AL

- Manage the social media for four different clinics.
- Update the website through Wix
- Event Branding: V-Day Open House and UA's Get on Board Day
- Community Outreach: promote fellow clinics and encourage others in the city to refer their patients to Crimson Care Network

**Communications Coordinator** | *June 2022 - August 2022*

Vulcan Park & Museum, Birmingham, AL

- Created social media presence for the park and museum through Facebook, LinkedIn, Twitter, & Instagram
- Designed event social promos
- Curated ads/signage for the museum
- Wrote articles for Vulcan's weekly newsletters
- Updated website (WordPress)

**Graphic Designer & Digital Media Specialist** | *Jan 2020 - May 2022*

Tuscaloosa Tourism & Sports Commission, Tuscaloosa, AL

- Designed ads, invitations, annual reports, billboards, brochures, etc.
- Grew social presence via Instagram, Twitter, Facebook, & LinkedIn
- Promoted & added current events on newsletter & website
- Wrote & dispersed 2 weekly blogs
- Monitored & interpreted social media data/analytics
- Assisted with cohesive branding through media of the non-profit

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IN THE  
COMMUNITY

**Chamber Ambassador** | *December 2021 - December 2022*

- Improved personal development as a professional
- Followed up on several connections
- Volunteered at several local events & ribbon cuttings

**Young Tuscaloosa Member** | *Jan 2020 – May 2022*

- Established relationships with local businesses & like-minded professionals

**Fiddle Fest Communications Committee Member** | *Jan 2022 - April 2022*

- Coordinated all food trucks for event
- Made hotel accommodations for judges
- Promoted via social media before & during event

RECOMMENDATIONS

Don Staley: 205-394-0700

Amanda Hare: 205-908-6303

Whitni Molden: 205-765-9562

Barrett Elder: 256-541-0125