# **Emily Prosser**

## PR Specialist

Senior PR specialist with 9+ years of experience in marketing and corporate public relations. Pitched press releases to the most prominent industry magazines to secure over 20 leads a month in top media outlets. Managed multiple PR and marketing annual budgets from \$5,000 to \$300,000. Helped increase clients' annual sales by up to 40%.

#### Personal Info

#### Address

542 Byers Lane

Philadelphia, PA 19019

USA

#### Phone

215 837 0553

#### E-mail

emily.prosser@gmail.com

#### LinkedIn

linkedin.com/in/emily-margaret-prosser

#### Twitter

twitter.com/emmyprosser55

## **Skills**

Press releases

Excellent

Media relations

Advanced

Crisis management

Facebook

marketing

Intermediate

Creative writing

Excellent

#### Languages

Spanish

Bilingual

Chinese

Intermediate

# Experience

## 2013-03 -

present

#### Senior PR Specialist

Berkadia, Ambler, PA

- Developed and implemented policies and procedures for overall public relations effort in cooperation with sales and customer service teams.
- Supervised the external communications team in securing leads in top media outlets in the US and in international media.
- Supervised the preparation and distribution of materials such as news releases, fact sheets, and scripts to media outlets.
- Reviewed all forms of communication prior release.

**Key achievement:** 100% efficiency in meeting the external communications department's projects' milestones and goals.

#### 2009-06 -2013-03

## PR Specialist

Adidas, Boston, MA

- · Created and maintained lists of media contacts.
- · Researched opportunities across online media channels.
- · Produced product pitches and press kits.
- · Responded to media inquiries and supported event organization

**Key achievement:** Lead a project team in designing and implementing a comprehensive social media relations strategy for a new line of lifestyle products - grew Facebook fan base from 0 to 12,000 in 4 months, gained 35,000 Instagram followers in 3 months.

#### 2008-08 -2009-06

#### **Junior Communications Specialist**

SAP, Newton Square, PA

- During industry events, distributed notes, press credentials, set up press boxes, recorded and transcribed press conferences.
- Helped keep PR storage areas organized and the resources easily accesible, assisted in office administration activities.
- Assisted with producing press releases, organizing press conferences, publicity events, and off-day media availabilities.
- Performed minor translating tasks, including translating press releases into Spanish and assisting live translations into Spanish.

#### Education

2007-09 - MA in Social Communications, specialization in PR and Media Marketing

University of Pennsylvania, Philadelphia, CA