

ASHLEY F. MILLER

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Education

PhD in Mass Communications	2015 (ABD)
<i>University of South Carolina, Concentrations: Women's Studies, Social Media, Intersectionality</i>	
MFA in Motion Picture, Television and Recording Arts	2008
<i>Florida State University, Concentrations: Film Editing, Writing</i>	
BA in Film Studies	2006
<i>Emory University, Cum Laude</i>	

Work Experience

Communications Officer	2013 – Current
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Provide, Cambridge, MA

- In charge of internal and external communications for a national abortion access non-profit with approximately 40 staff, consultants, and interns located remotely (nationally and internationally).
- Hired and managed graphic design, social media, web design, and videographer contractors and interns. Managed up to 6 major projects simultaneously.
- Oversaw major culture shift to include social media as a key part of both internal and external organizational communications culture. Trained all staff on how to use social media effectively.
- Ran video, print, and social media communications campaigns. Ran two newsletters.
- Worked extensively with Individual Givings Officer on Donor Relations and Communications.
- Sought professional development by doing regular extensive communications research, attending frequent webinars, and obtaining job coaching.
- Redesigned and managed organization's website, blog, Facebook, Twitter, LinkedIn, and YouTube.
- Developed media contacts, ran conference appearances, developed presentations and webinars, and wrote and maintained an organizational Huffington Post page for the Executive Director.
- Served as a resource for all staff for graphic design, presentation, editing, writing, social media, and other communication needs.

Freelance Writer and Social Media Manager	2005 – Current
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Los Angeles, CA; Columbia, SC; DC

- Clients included Strom Law Firm, Freethought Blogs, SheThought.com, Secular Coalition for America.
- Worked extensively with Wordpress, Hootsuite, and all major social media sites.
- Worked with non-profits, law firms, news websites, and business as a media coordinator, blog writer, copywriter, and social media strategist.
- Helped to promote and raise money for films, non-profits, books, and start-up businesses through social media and blog writing. Helped multiple Kickstarter campaigns reach full funding.
- Wrote in a variety of styles: editorial, press release, promotional, SEO-dense, and conversational.
- Spoke with local and national news as a representative of my blog on LGBT and race issues.

Research and Teaching Assistant	2011-2013
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University of South Carolina, Columbia, SC

- Assisted with the administration, teaching, and grading of undergraduate classes and classwork.
- Lead student research teams; writing, administering surveys; data entry and analysis using SPSS.
- Served as editorial assistant to a national academic journal.
- Traveled to Sweden to participate in project research on an international media education grant with the Universities of Teesside (GB), Gävle (SE), and Iowa (US).

Freelance Filmmaker **2008 – 2012**
Los Angeles, CA; Columbia, SC

- Major productions included *Toddler & Tiaras*, *Flipping Out*, *Ace of Cakes*, and *Sorority Row*.
- Worked in all aspects of production on commercials, shorts, web series, and reality television.
- Managed large groups of people on film sets, managed large amounts of footage and data, learned numerous programs, and was lead assistant editor and segment producer on a major Bravo show.

Bookkeeper/Accountant **2011 - 2012**
Weston Property Management, Columbia, SC

- Performed data entry, account reconciliation, and file management for 20 properties.

Customer Service Representative and Teller **2010 – 2011**
Capital Bank, Columbia, SC

- Opened new accounts, sold customers new products, performed complicated financial transactions.

Volunteer Experience

Speakers Bureau Member, Board Member (since 2014) **2012 – Current**
Secular Student Alliance

- Member of Advisory Board, Communications, Elections, and Development Committees.
- Worked extensively with crisis non-profit budget issues, fundraising, and donor relations as well as the challenge of a rapidly expanding organization.
- Was part of successful push for a more social justice, LGBT, women, and minority inclusive organization that led to a rewrite of the Strategic Vision.
- Extensive public speaking at diverse colleges in both large lecture and small discussion settings.

Supporter, Speakers Bureau Member **2012 – Current**
Secular Woman

- This group promotes anti-harassment policies, diversity in speakers, and grants for women to attend secular conferences. Joined in the month it was established as one of 23 women on the Bureau.

Media Contact & Media Coordinator **2011 – 2012**
Columbia Coalition of Reason & Freethought Society of the Midlands

- Served as liaison between two local groups to help start a local billboard campaign. Appeared on local news and podcast as representative of the organizations.

Project Manager & Assistant Manager **2010**
South Carolina Arts Commission & SC Arts Foundation

- Helped manage the complex relationship between the state government arts agency (the Commission) and the statewide non-profit organization for the arts (the Foundation), two organizations strictly legally separate but entirely codependent in mission.
- Helped run and manage board meetings of high-powered business people from across the state.
- Helped with research and writing for grants, art shows, and presentations.

Computer Skills

Photoshop • MS Office • Google Analytics • HTML • SEO • Wordpress • Facebook • Twitter • LinkedIn
Pinterest • Tumblr • YouTube • GooglePlus • Hootsuite • SocialBro • SproutSocial • Google Hangouts
Skype • GoToMeeting • GoToWebinar • Google Drive • Dropbox • Constant Contact • Yardi • Final Cut Pro

Full List of Publications, Presentations, Media Appearances, and Filmography Available Separately