

**Lindsey Davis**  
Ljdavis1515@gmail.com

## PROFESSIONAL EXPERIENCE

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### **Iowa State University Foundation**

Ames, IA

Writer for Donor Relations and Communications

*January 2019-present*

- Serve as primary writer for impact reports
- Contribute in strategy meetings about stewardship tactics
- Serve on the social media, video and marketing teams
- Manage scholarship stewardship program and endowed faculty position reporting
- Serve as briefs editor for Forward magazine
- Write articles for VISIONS magazine
- Interview scholarship recipients, donors, faculty, etc.
- Supervise student intern

### **Iowa State University Foundation**

Ames, IA

Donor Relations Specialist

*May 2017-December*

*2018*

## INTERNSHIPS

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### **Waterbury Publications, Inc.**

Des Moines, IA

- Conducted Internet and phone research
- Assisted with writing assignments
- Input copyediting and proofreading corrections into layouts
- Edited recipes for various publications based on organization's style guide
- Identified content for books using repurposed material
- Organized and created page maps for books based on an established Table of Contents

*January 2017-May 2017*

### **Ames Community Arts Council Media Intern**

Ames, IA

- Entered info on organization's website
- Assisted in creating and editing a weekly e-newsletter
- Wrote press releases for various events
- Interviewed and wrote blog posts about artists involved with ACAC

*August 2016-February 2017*

### **StudyBreaks.com Writing Intern**

*May 2016-January 2017*

- Summer and fall writing intern for online website and print magazine
- Student Activist reporter: interviewed college students across the country for articles in the print magazine

## EDUCATION

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### **Iowa State University**

Ames, IA

Bachelor's degrees in English and Journalism/Mass Communications

*May 2017*