

## CONTACT INFO

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# ALEXANDRIA MILOT

COMMUNICATIONS COORDINATOR  
DIGITAL ARTIST

## PROFILE

I am an energetic, organized, and caring leader with a passion for communication, working with people, learning new skills, graphic design, writing and photography.

## EDUCATION

### Concordia University Ann Arbor

MS in Digital Humanities  
May 2023

BA in Digital Media Design  
May 2021

- 3.96 GPA, Summa Cum Laude
- Academic Honors Student (Fall 2017 - May 2021)

## CORE SKILLS

- Marketing
- Web content development
- Corporate blogging
- Layout design - print and digital
- Adobe Indesign, Photoshop, and Illustrator Certifications
- CDE-SPARK Digital Media Certification
- Portrait, event and fine art photography
- Creative Writing

## ACCOMPLISHMENTS

- Top 10 finalist in Liberty, Virtue and Economics Summit Essay Contest (2019)
- Published article in Quaestus Business Magazine (2020)
- Recurring photographs and writing published in CUAA's blog posts
- Worked with administration to design the new Arts program at Concordia University Ann Arbor called Digital Media Design
- Concordia University Ann Arbor 2018 Student Art Show - Best in Show (photography)
- Photography featured in the Canton Fine Arts Exhibition (2018)
- Photography featured in Our Town Art Show & Sale (2019)
- Photographs featured in Concordia University Ann Arbor's (CUAA) Arbor Light magazine (2018-present)

## WORK EXPERIENCE

### Communications Coordinator

First Presbyterian Church Ann Arbor June 2021 to present

- Working with staff members and committee representatives to coordinate the promotion of events
- Production of printed and digital materials
- Social media content management and website updates on a regular basis
- Working with outside publishers to print First Presbyterian ads and promotions

### Art Curator (Temporary)

Concordia University Ann Arbor, Aug. 2021 to Sept. 2021

- Revitalized the Kreft gallery program on campus, bringing art back to the art department after over a year of being shut down.
- Collaborating with faculty and staff to organize, advertise and produce 4-5 gallery exhibits a semester
- Managing student gallery assistance
- Communicating with artists from around the country in order to organize exciting gallery openings for the local community
- Keeping social media and blog information up to date on happenings within the gallery

### Student Marketing Assistant

Concordia University Ann Arbor, Aug. 2017 to June 2021

- Working with lead marketers for the Marketing Department at Concordia University to help further the growth of the school through the writing of blog posts, video production, photography, print and digital media design.
- Photography and writing used for online and print publication
- Use of Wordpress and Adobe Suite on a daily basis

### Digital Communications Intern

MoxyTech, Ann Arbor, MI June - Aug. 2020

- Implemented communication strategies using social channels to inform, educate, and serve the chronic pain community
- Worked directly under the co-founders of MoxyTech collaborating on blogging and design projects
- Created accessible summaries of pain research and new company developments using company's voice to communicate with GeoPain users and followers on a bi-weekly basis
- Generated copy for emails to a ten thousand person user population.

### Writing Consultant

Concordia University Ann Arbor, Jan 2019 to May 2021

- Assisting students with brainstorming, composing, formatting, and editing their papers for classes at the university as well as various outside projects.
- Working as part of a team with other writing consultants and students to insure the learning and growth of students who seek our help.