

RILEY HETHERINGTON

DALLAS, TX 75238

(760) 978-9551 • RILEYMHETHERINGTON@GMAIL.COM

EDUCATION

Loyola Marymount University | Los Angeles, CA

MAY 2023

Bachelor of Arts Candidate, Communication Studies & Studio Art GPA: 3.90
LMU M-School Marketing Program

Gonzaga in Florence, Study Abroad

SPRING 2022

RELEVANT EXPERIENCE

BLEAV NETWORK | LOS ANGELES, CA

MAY 2022 - JANUARY 2023

ASSISTANT PRODUCER

- Tracked podcasting advertisements and reached out to potential guests
- Edited more than 20 TikToks and Reels using Adobe CC

FREELANCE | LOS ANGELES, CA

MAY 2022 - JULY 2022

PRODUCTION ASSISTANT

- Organized craft services, ran errands for cast and crew
- Ran sound on music video set & assisted in G&E setup

NOX CREATIVE | REMOTE

AUGUST 2021 - DECEMBER 2021

PRODUCTION INTERN

- Collaborated with Creative Director in brainstorming and creating content
- Edited social media content for clients using Photoshop, clients include Avril Lavigne

LMU SFL | LOS ANGELES, CA

AUGUST 2019 - MARCH 2020

ADMINISTRATIVE ASSISTANT

- Oversaw day to day operations of the Office of Sorority and Fraternity Life
- Planned events and streamlined communication between the office and students

BARON & BARON | MANHATTAN, NY

JUNE 2017 - JULY 2017

PRODUCTION INTERN

- Assisted on photo shoots and commercial sets for clients including Tod's and Zara
- Executed general office/set tasks for international fashion campaigns

OTHER EXPERIENCE

ELEVARE AGENCY | REMOTE

MARCH 2020 - JANUARY 2022

WRITER & SOCIAL MEDIA MANAGER

- Wrote and published weekly blog articles after extensive trend research
- Created and instilled social media action plans including daily graphics

TYLER HILL CAMP | TYLER HILL, PA

JUNE 2021 - AUGUST 2021

GRAPHIC DESIGN DIRECTOR

- General camp counselor responsible for ten 9-year-old girls around the clock
- Taught daily graphic design lessons to students ages 8 to 15 on both Canva and Photoshop

RELEVANT SKILLS

- **Production Software:** Adobe Creative Cloud, Microsoft Office Suite, Garage Band

EXTRACURRICULAR ACTIVITIES

- LMU Kappa Alpha Theta New Member Director
- LMU Senior Orientation Leader