



**Name: Vanessa Lewis**

## Personal Statement

I am a final year BA (Hons) Media and Communications Students with a strong passion for the creative events industry. Self-motivated and introspective to develop my personal skills with a fine-tuned attention to detail. I aim to gain a career in marketing and events management.

### ADDRESS



Walsall/ Birmingham



### PHONE

07572101434



### EMAIL

vanessa\_lewis@hotmail.co.uk



### SKILLS

- Adobe Premier Pro
- Adobe Photoshop
- JC Social Media trained
- Canon DSLR Camera
- Methodical project management
- Professional communication
- Lateral thinking
- Full UK Driving License

## EXPERIENCE

09/18– Current

Events Coordinator • Aston Performing Arts Academy • Elements of Soul

I am responsible for organizing the bi-monthly open mic event which requires:

- Effective internal communication with staff and students
- Booking out venues and hiring other external contractors
- Creating and following a marketing plan which includes designing all graphics for the event
- Creatively designing each event to suit a theme

I also liaise with external clients when they enquire and book the professional performance group EOS. I attend site visits, create booking forms and communicate clients' needs to the internal team.

04/19

Event Manager • Radio Plus Coventry • Urban Café Radio Live

I dealt with the general management of the live radio show with a team to showcase the UK gospel music scene in Birmingham. My responsibilities included:

- Artist liaison
- Executing marketing strategy
- Social media graphic design

08/18

Media Manager • Bethel Lighthouse Walsall • Church in the Park

I was responsible for all media content for the Church in the Park event including creating marketing material and photography on the day off the event. The event aimed to bring a standard Sunday service out to the general public gathering an audience of over 500 people.

09/17– 12/17

Media and Creative arts assistant • STAR YOUTH TALENT

STAR is a youth performing arts competition where 14-19 year olds compete for industry prizes. My role consisted of:

- Filming all auditions and the finale
- Creative logistics of the final show
- Stage management



## EDUCATION

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Birmingham City University 08/17 – 05/19  
BA Hons Media and Communications – Event and Exhibitions

Walsall Studio School 08/13 – 06/15  
BTEC Level 3 Extended Diploma Creative Media Production  
Grade – D\*D\*D\*

Aldridge School 08/07 – 06/12  
11 GCSE's A\*-C including Math (A), English (B) and Media Studies (A)

## NON-MEDIA EXPERIENCE

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09/18– Current  
Sales Assistant • Footlocker  
Developed amazing listening skill to be able to adapt to each customer and offer alternative options when necessary

05/17 & 06/18  
Senior Mentor • National Citizen Service  
I have been in the leadership position to encourage a team of 15 to build personal and profession relationships, to complete a 2-week community project tackling issues in their local community.

## INTRESTS

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I lived in America for 3 months over the summer of 2015 working as a camp counsellor. Also, I am a part of a singing and performance group who travel across the country performing at both corporate and community events

## REFERENCES

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Available upon request.