

# CALEB FOOTE

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## Skills

- Copy writing • Copy editing • Outstanding leadership • Superb communication • Graphic design
- Punctual and concise • Research • Presenting • Technical editing • Technical writing

## Education

### The University of Nebraska at Omaha

*M.A. Communication*

**Omaha, Nebraska**

*August 2016 – Present*

- (Finished with coursework, finishing thesis)

• Relevant coursework: Technical editing, organizational communication, social media measurement

- Graduate student representative at graduate faculty meetings

### *B.S. Communication, Advertising, PR, and Journalism*

*August 2012 – July 2016*

- Earned outstanding academic performance award from the American Advertising Federation

## Work Experience

### The University of Nebraska at Omaha

*Graduate Teaching Assistant*

**Omaha, Nebraska**

*August 2016 – May 2018*

- Wrote assignment descriptions, grading rubrics, exam questions, instructed students, lectured over 50 students per class, took notes, attended meetings, and graded and provided feedback to over 100 essays

### Urban Abbey Outreach Ministry

*President*

**Omaha, Nebraska**

*December 2016 – May 2018*

- Attended weekly meetings, planned events, and collaborated with university administration to reserve rooms and space for events

### Capstone Communication

*Copy Editor/Editor-in-chief*

**Omaha, Nebraska**

*August 2015 – May 2016*

- Wrote and edited a crisis communication manual for the Latino Center of the Midlands, edited over 25 articles and wrote five articles for the School of Communication's alumni magazine, CommUNO, worked under a tight deadline, and worked with printer to ensure timely delivery

### Maverick PR

*Copy Editor/Writer*

**Omaha, Nebraska**

*January 2016 – May 2016*

- Copy edited text and promotional materials for the Marion Marsh Brown Writers Lecture Series featuring John Grisham and attended weekly meetings

### University of Nebraska at Omaha's Advertising Club

*Member*

**Omaha, Nebraska**

*May 2017 – Present*

- Student ambassador for American Advertising Federation events, attended meetings, worked at events as needed, and copy edited

*Secretary*

*August 2016 – May 2017*

- Managed social media profile and presence, student ambassador for events, and attended meetings