

# Josephine “Joey” Glover

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## EDUCATION

### **Wellesley College**

Wellesley, MA

BA Degree, 2001. Major in English and Minor in Art History. 3.XX GPA. Awards include: First Year Academic Distinction, Jacqueline Writing Award. Courses: Short Narrative, Philosophy of Art, Rise of the Novel, William Faulkner, Chaucer, Intro. to Psychology, History of Jazz, and Biotechnology. Short story published in *Aeolus Magazine*, Spring 2001 (Wellesley College literary magazine).

### **Bristol University**

Bristol, England

Junior Year Study Abroad Program, 1999–2000. Courses: Romanticism and Neoclassicism, Women’s Fiction, Freud and Shakespeare, and Contemporary British Literature. Member of the English Society, Photography Society, and Wine Tasting Circle. Short story published in *Falstaff Magazine* (Bristol University English Society magazine).

## EXPERIENCE

### **Anna Steel Event Management**

Bryn Mawr,  
PA

*Special Events Intern, Dec. 2001–Present*

Assist president with securing new clientele through research, proposal writing, and telephone calls. Provide support with coordination of all events. Attend and take notes at client meetings.

### **Medical Healing Arts Center**

Doylestown,  
PA

*Public Relations Assistant, Jul. –Dec. 2001*

Planned and coordinated special events for the Center. Created and managed benefit silent auction. Conducted surveys to gather information regarding practitioner and community needs and suggestions for the MHAC. Organized promotional shows for local artists.

### **Christie’s Auction House**

Boston, MA

*Jewelry Intern, Summer 2000*

Communicated with and assisted clients via email and telephone. Tagged jewelry and prepared for shipment to New York specialists. Researched past sales and current prices by traveling to area jewelry stores. Completely reorganized and updated office files. General office duties for all departments.

### **American Red Cross**

Princeton, NJ

*Marketing & Communications Intern, Summer 1999*

Wrote press releases, designed and composed material for Central NJ Chapter web page. Conducted a marketing and communications survey, assisted Director in tabulating and reporting results. Archived Red Cross historic materials. Created Red Cross visual display media for presentations and meetings.

## ACTIVITIES

### **Phi Sigma Lecture Society**

*Publicity Chair, Year 2000–2001*

Created all publicity copy. Played key role in organizing events, such as “Professors & Their Passions” Lecture Series.

*Group Historian, Spring 1999*

Documented society events, photographed events and gatherings. Submitted Phi Sigma materials to college archives.

### **Wellesley College House Council**

*Vice President of Programming/Social Director (VPP), Sept. 1998–May 1999*

Planned events for entire dormitory. Served on committee of VPPs, planning campus wide events. Served on fundraising committee for dormitory. Worked with team to alleviate all VPP accumulated debt.

### **Wellesley College Senate**

*Dormitory Representative to College Senate, Sept. 1997–May 1998*

Served as a liaison between constituents and college senate. Planned major campus events, such as concerts and Spring Weekend. Communicated with College President and Dean of Students about student politics.

## SKILLS & INTERESTS

Proficient in Microsoft Office and the Internet. Working knowledge of Spanish. Interests include: Creative Writing, Jewelry Making, Gym/Weight Training, Travel.