

WRITING

Contributing Writer: *Ongoing*

Rolling Stone – *Pop culture and politics magazine.*

Artsbeat – *Arts and culture blog of The New York Times*

Time Out New York – *New York City's best guide to comedy*

Vulture – *New York Magazine's "smart, comprehensive take on the world of culture"*

Paste Magazine – *Comedy issue of "leading online destination for pop-culture enthusiasts"*

The Spit Take – *Review site working "to elevate the public perception of comedy"*

Writing Portfolio: EliseCz.com

The New York Times (*New York, NY*)

Weekly Contributor: *January 2014 to Present*

Compile the weekly comedy listings for the Arts section of *The New York Times*.

Splitsider (*New York, NY*)

"A website about comedy and the people who create it."

Associate Editor: *September 2013 to November 2013*

Wrote daily blog entries about the comedy and entertainment industry.

Contributing Editor: *November 2012 to September 2013*

Conducted long-form, high profile interviews with major players in comedy.

Wrote magazine-style features and reviews about the comedy scene.

Law360 • Portfolio Media (*New York, NY*)

Daily Newsletter Service Covering Corporate and Business Law: August 2009 to September 2010

Editorial Assistant

Pitched and wrote stories daily on a range of legal topics for newswire service.

Organized editorial advisory meetings to solicit advice and feedback from readers.

Compiled statistical data and background research used by editors and editorial team.

Liaised between newsroom and contacts at law firms and regulatory agencies.

The Frisky • Turner Media New Products Group (*New York, NY*)

Daily Pop Culture Blog Aimed at Women 18 to 34: January 2009 to May 2009

Blogger

Pitched and wrote blog posts for news and pop culture site.

Collaborated on multimedia elements of daily blog in development.

BROADCAST EXPERIENCE

95bFM (*Auckland, New Zealand*)

Alternative Music and Independent News Radio Station: June 2011 to October 2011

Newsreader

Wrote and read news stories for hourly radio news bulletins.

Edited podcasts from radio programs and uploaded them to station website.

Substituted for office assistant and worked front desk for station-sponsored events.

NYU-TV • New York University (*New York, NY*)

NYU's Three-Channel Closed-Circuit Television Network: February 2006 to May 2009

Student Producer

Worked as a "one man band" to produce, film, host, and edit *Campus Flash* features.

Developed and edited promos and station reels.

Programming Assistant

Developed operations schedules with topical and academic themes.

Elise Czajkowski

344 Fort Washington Ave, Apt 3G • New York, NY 10033

646-530-2634 • Elise.Czajkowski@gmail.com

Assisted at live events and special in-house productions.

New York News Bureau • BBC News (*New York, NY*)

BBC News' Business and Foreign News Bureau in Manhattan: May 2008 to September 2008

Freelancer

Recorded simulrec and vox pop interviews on Marantz handheld for radio broadcasts.

Linked up television and radio studios for live international broadcasts.

Coordinated guest interviews in New York City studios for UK-based programs.

Substituted for broadcast assistant, managing the office and booking studios.

ADDITIONAL WORK

WestBeth Entertainment (*New York, NY*)

Promoters and producers in comedy and theatre: October 2012 to April 2013

Community Manager

Managing social media for digital release of comedy production.

Targeting online media with specific content to promote release of comedy special.

Only Connect • Presentable TV (*Virtual; based in Cardiff, Wales*)

Weekly BBC Four Quiz Show Produced by Presentable: November 2010 to Present

Question Writer

Research, write, and source questions for BBC Four quiz show *Only Connect*, described as "a game of patience and lateral thinking" by *Radio Times*.

End of Daze • Auckland University Students Association (*Auckland, New Zealand*)

"End of Semester" Concert for Students Organized by AUSA: October 2011

Event Coordinator

Coordinated media coverage by arranging artist interviews for Māori Television.

Assisted with production during event and pack down.

Signal • THE EDGE (*Auckland, New Zealand*)

Pilot Initiative to Make Theatre Accessible to Disabled Patrons: April 2011 to October 2011

Audio Describer

Wrote audio description to explain sets, costumes, action and details for blind audience.

Read descriptions via radio transmitter during live performances.

Led touch tours for blind attendees to meet actors and interact with props and sets.

EDUCATION

New York University • Class of 2009 (*New York, NY*)

B.A. Gallatin School of Individualized Study

Concentration of study in broadcast journalism and international politics.

TECHNICAL SKILLS AND TRAINING

Video editing: Avid Media Composer; Final Cut Pro.

Audio editing: Audacity; mp3DirectCut; GarageBand.

Photo editing: Photoshop; iPhoto.

Newsroom systems: Avid iNEWS; Electronic News Production System (ENPS); Burli.

Blogging: Wordpress; Blogspot; TypePad; Tumblr.

Office suites: Microsoft Office; Google Docs.

BBC in-house training courses: Researching for Television; Writing for Television; Directing Multi-Camera; Directing Single Camera Drama; DV Shooting.