

KIRA LEADHOLM

keleadholm@gmail.com

PROFESSIONAL EXPERIENCE

Freelance Reporter, various locations

August 2019-present

- Research and interview sources as they pertain to each article; pitch to and collaborate with editors at multiple print and web publications including *Pulitzer Center*, *Radio Free Europe/Radio Liberty*, and *The Diplomat*; juggle numerous stories simultaneously while adhering to deadlines

Princeton in Asia, teaching faculty, Almaty, Kazakhstan

August 2019-March 2020

- Teach English at KIMEP University; hold office hours; facilitate exams; lead a weekly English club for University students and community members

College Research Fellow, Chicago, IL

September 2018-June 2019

- Research Jewish refugees in Shanghai during WWII for Rachel DeWoskin, novelist and Associate Professor of Practice in the Arts at University of Chicago; photograph and archive artifacts of Jewish refugees in Shanghai; curate an exhibit to display artifacts and write descriptions for the objects; designed promotional material for the exhibition using Adobe Photoshop; coordinate with sponsors of corresponding event series

Maestro Group, contract writer and graphic designer, Chicago, IL

June 2019-August 2019

- Write content for clients on best business practices, market trends, B2B sales, and SEO analytics; use Adobe Photoshop to create PR graphics and infographics

University of Chicago Center for East Asian Studies, writer and web designer, Chicago, IL

June 2019-August 2019

- Use Voices and Drupal to redesign department website; write content for department news stories, faculty profiles, and department resources; use Adobe Photoshop to update graphics

Mata Traders, marketing intern, Chicago, IL

June 2018-August 2018

- Analyze qualitative and quantitative data on partner cooperatives in India and Nepal; procured local sponsors for in-store events; work at various tradeshows including NYNOW in New York City; develop online content for social media and the blog promoting fair trade practices

Photography Assistant, Chicago, IL

June 2018-August 2018

- Edit and retouch photos using Adobe Photoshop for University of Chicago Arts Professor Laura Letinsky; write literature for publication and presentations on the history of photography; manage online platforms such as LinkedIn and Academia

EXTRACURRICULAR EXPERIENCE

Kazakhstan Foundation for Cultural, Social, and Educational Development, Almaty, Kazakhstan

September 2019-March 2020

- Lead bi-weekly English club for young women studying English; educate women on writing college applications and applying to jobs

Working Document Literary Magazine, editor, Chicago, IL

November 2017-June 2019

- Read and copy-edit submissions for magazine; train writers and editors in AP Style; manage and upload online content and social media; pitch and contribute to quarterly magazine; use Adobe Photoshop to design layout and cover art

MODA Fashion Organization, Chicago, IL

- **Designer Boot Camp President** (October 2017-June 2019) Coordinate logistics with boot camp instructor and designers; oversee and lead workshops in instructor's absence
- **Designer** (October 2016-June 2019) Design and construct three complete looks for annual fashion show
- **Sponsorship manager** (October 2016-February 2017) Secure sponsors for annual fashion show including Saks Fifth Avenue, Kind, and Elle Magazine; use Microsoft Excel to keep track of finances and sponsors

Men in Drag A Cappella, branding manager and singer, Chicago, IL

August 2015-June 2019

- Utilize Adobe Photoshop to design promotional material such as posters and banners; attend tri-weekly rehearsals and gigs

EDUCATION

Northwestern University Medill School of Journalism

expected 2021

Masters of Science in Journalism

University of Chicago, Chicago, IL

2019

Bachelor of Arts in Creative Writing with honors and Visual Arts with honors; GPA 3.84/4.00

HONORS & AWARDS: Louis Sudler Prize in the Performing and Creative Arts, Chicago Artist Coalition LAUNCH fellow, College Research Fellow, Visual Arts Studio Track, Jeff Metcalf Fellowship Grant; Dean's List 2015-2019

Skills: Adobe Suite; Hootsuite; Google Analytics; Russian (intermediate); Spanish (intermediate)