

# Marcelle Eyenga Hutchins

7 University Ave Apt 1, Medford, MA 02155

[Marcelle.Eyenga.Hutchins@gmail.com](mailto:Marcelle.Eyenga.Hutchins@gmail.com)

207-812-8320

<http://marcelleeyengahutchins.pressfolios.com/>

## Education:

**Emerson College:** MA in Journalism, May 2015. GPA: 3.6

**University of Maine at Farmington:** BFA in Creative Writing and Journalism, May 2012. GPA: 3.3

**Membership:** Member of the National Association of Black Journalists

## Experience:

**January 2017-Present** Production Coordinator/ Associate Producer, WGBH Educational Foundation

- Alongside the series producer, oversee the production of Basic Black
- Generate ideas for interview subjects; write and edit website content on basicblack.org
- Manage interns, book guests; conduct pre-interviews and do research for the weekly live broadcast
- Develop and implement social media strategy; maintain social media channels

**October 2016- November 2017** Digital Fellow, Public Radio International

- Report, research, and write stories and features on PRI.org/verticals/global-nation
- Remain current on issues and developments related to immigration
- Serve as mentor on Global Nation Exchange Facebook page; enable members to participate effectively in discussions and forums
- Work closely with producers and reporters to craft new ways to increase and maintain audience engagement

**January 2016- May 2017** Broadcast Editorial Scheduler, WGBH Educational Foundation

- Schedule all WGBH productions on a given TV listing
- Compile weekly listing reports for TV providers including Comcast and FIOS
- Submit quarterly reports to the Federal Communications Commission
- Work closely with senior executives to resolve questions and complete projects

**December 2012 - December 2015** Freelance Digital Producer, Mytimetovote.com

- Responsible for the daily management of mytimetovote.com
- Produce, develop, and execute new digital content campaigns
- Work closely with senior executives on social media strategy
- Write and edit web content on mytimetovote blog

**December 2014 - May 2015** Production Assistant, NBC Affiliate WHDH-Boston

- Assist with gathering news and information
- Research potential guests and confirm breaking news stories
- Operate teleprompter through live on-air news broadcast
- Understand all component of the news rundown including script, time, camera, shots, and talented position

**Technical Skills** Adobe systems (Premiere & Photoshop), Final Cut X Version 10.0.9, CMS, Social Media Sites (Twitter, Facebook, Instagram & Snapchat), Sprinklr, iNews, PIM software

## Conferences

2012 Association of Writers and Writing Programs (AWP) conference in Chicago, IL

2014 National Association of Black Journalists (NABJ) convention and career fair in Boston, MA