

CAROLYN L. TODD

EXPERIENCE

REFINERY29 — Entertainment Writer, NY

MARCH 2016 - AUGUST 2017

- Covered movies, TV, celebrity news, industry trends, books, music, pop culture from R29 stance — championing gender equity, radical diversity, issues important to millennial women.
- Wrote 5+ trending news stories daily from pitch to publish: Copyediting, SEO, social packaging, photo research.
- Produced feature stories, including talent interviews, reported pieces, personal essays, movie reviews, TV analyses.

REFINERY29 — Editorial Assistant, Entertainment, NY

AUGUST 2015 - FEBRUARY 2016

- Covered trending news. (See above)
- Produced feature stories. (See above)
- Supported team with research, administrative tasks, photo editing, etc.

ENTERTAINMENT WEEKLY — Reporter, NY

FEBRUARY 2015 - AUGUST 2015

- Meticulous fact-checking, in-depth research, copyediting for print edition.
- Maintained house style, grammatical correctness, rigorous standards of veracity and accuracy, brand integrity.
- Mastered InCopy, InDesign.
- Developed relationships with PR reps, industry insiders, expert sources, etc.

ENTERTAINMENT WEEKLY — Editorial Fellow, NY

AUGUST 2014 - JANUARY 2015

- Contributed reviews, news posts, interviews, on-the-scene reports to print and online.
- Supported editorial team operations — research, administrative tasks, database maintenance, interview transcription, etc.

EDUCATION

VILLANOVA UNIVERSITY — BA, Journalism & Communications + Minor, Political Science, Philadelphia

2013