

Charlene Richards

charrichards@gwu.edu | (609) 854-5375 | Washington, DC | www.linkedin.com/in/charrichards

EDUCATION

The George Washington University

Expected: May 2024

Bachelor of Arts in Political Science & Journalism/Mass Communications

GPA: 3.66

Relevant Course Work: Advanced News Reporting, American Politics and Government, Globalization and the Media, Video Production, US Constitutional Law & Politics, Journalism Theory and Practice, Comparative Politics, International Politics

EXPERIENCE

U.S. House of Representatives; Office of Congresswoman Robin Kelly

Washington D.C.

Press Intern

February 2022 - April 2022

- Compiled press and news clips on the local, state, and national level
- Drafted statements, press releases, and graphics for congressional office media platforms.
- Assisted Communications Director with camera production for press statements, and conferences.

GW Students for DC Statehood

Washington D.C.

Communications Director

January 2022 - Current

- Managed communications and public relations for largest college chapter of Students for DC Statehood in the nation that advocates establishing D.C. as a state.
- Published and mass communicated statements and graphics related to political matters such as the John Lewis Voting rights act and DC Statehood on 3+ social media platforms.

GW-TV

Washington D.C.

Reporter/Writer

September 2021 - Current

- Covered Supreme Court ruling against granting D.C. a vote and representation in Congress.
- Assisted members with drafting accurate, engaging and fact-checked stories and scripts.
- Researched various topics on the district, state, nation and international level for beat coverage.

J.P. Morgan Chase & Co.

New York City, NY

ABP Corporate and Investment Banking Fellow

June 2022 - July 2022

- 1 of 350 selected from applicant pool of 3,5000 to participate in a six-week pre-internship program created to provide professional development, mentorship, and expose Black students to opportunities in business.
- Networked with senior leaders in the media and communications division, investors for CNN, NBC, WSJ.
- Collaborated with fellows to conduct research and propose innovative solutions to improve digital and engagement satisfaction on OneUnited's digital banking platform.

GW NAACP

Washington D.C.

Vice President

August 2022 - Current

- Collaborated with team members on marketing and communication initiatives for university wide events.
- Assisted in organizing political events with Mayor Bowser, and DC statehood activists.
- Completed administrative tasks from setting agendas to engaging student members.

Trenton Daily

Trenton, New Jersey

Intern Reporter/Writer

May 2020 - October 2020

- Published over 50 written articles related to political, socioeconomic and historical initiatives in the capital city of New Jersey
- Interviewed local officials such as Mayor Reed Gusicora and built a network of 20+ credible sources for stories.
- Reported and obtained media coverage on site of Trenton's Affordable Housing project.

D.C. College Democrats

Washington D.C.

Field Organizer

October 2020 - November 2020

- Mobilized, phone banked and strategically connected with voters to turn out the vote in crucial swing states.

SKILLS

Research, Writing, Reporting, Video Production, Digital Editing, Analytical Thinking, Leadership, Project Management, Team Player, Public Speaking, Social Media, Problem Solving, Excel, Microsoft Office.