

Emily Kiefer

554 Alden Lane Livermore, CA 94550 925.980.3395 ekiefer@calpoly.edu

MEDIA EXPERIENCE

KCOY CBS 12

Santa Maria, California

As *Newsroom Intern*, made beat calls and assisted with research for stories at the assignment desk. Interviewed, selected SOTs and wrote stories in VOSOT format for daily live newscasts. Familiar with ENPS. March 2006-June 2006

CPTV-POLYVISION

San Luis Obispo, California

As *Reporter*, wrote, interviewed, filmed, edited and produced regional and local stories both in reporter packages and in VOSOT format for weekly half-hour live newscast on campus.

As *Producer* and *Executive Producer*, responsible for selecting stories, assigning stories to reporters, stacking the rundown, writing and editing international, national, and regional stories in VOSOT format for weekly broadcast. Other duties included working as anchor, tape operator, floor director and production assistant. Familiar with Final Cut Express.
September 2005-December 2005

KCOY CBS 12

Santa Maria, California

Assisted with election night coverage running and tallying local election statistics in the newsroom.
November 2, 2004

KCPR 91.3 FM

San Luis Obispo, California

As *Reporter*, interviewed, gathered sound, wrote and produced 1-minute reporter packages of national, regional and local content using Cool Edit Pro. Produced and anchored 1-minute live headline news on KCPR. Produced and anchored 5-minute newscasts with national, regional, and local content. September 2004-December 2004

OTHER EXPERIENCE

The Taylor Family Foundation

Livermore, California

Summer Intern

As *Intern*, helped plan and work the foundation's annual auction fundraiser that funds Camp Arroyo, a summer camp benefiting terminally ill and disabled children. Organized the silent auction and assisted with the live auction including processing donation agreement forms, database input, creating bidder boards, numbering auction items and communicating with contributors and vendors. Proficient in Microsoft Word, Microsoft Excel and Microsoft Access.
June 2004-September 2004; June 2005-August 2005

EDUCATION

California Polytechnic State University

San Luis Obispo, California

Major in Journalism, Minor in Spanish

Anticipated date of graduation – December 2007

Dean's List – GPA 3.8

Journalism Department Chair Award for Leadership in Journalism 2003-2004