

JOSEE MATELA

jjmatela@bu.edu | [@joseematela](#) | [joseematela.com](#) | [/in/joseejeanmatela](#)

EDUCATION

BOSTON UNIVERSITY - DUAL DEGREE PROGRAM

Expected May 2020

Bachelor of Science Journalism / Bachelor of Arts International Relations

JOURNALISM EXPERIENCE

BOSTON UNIVERSITY SCHOOL OF LAW | Boston, MA

Jan 2018 - Present

Editorial Intern

- Publish features and profiles on BU Law events, faculty, and students
- Create graphics, videos, and newsletters for online publication
- Update backend of BU Law website on Wordpress

WBUR 90.9 | Boston, MA

Jan 2017 - Present

Community Engagement Intern

- Promote Boston's NPR News Station within Greater Boston Area local events and conferences
- Generate content for @WBURExtra on Twitter and Instagram (1000+ followers)

BUTV10's MIDTERM MANDATE | Boston, MA

Sep 2018 - Nov 2018

Anchor

- Co-anchor live Midterm election coverage with an audience of 3000+
- Perform background research and write news copy

BUTV10's THE WIRE | Boston, MA

Sep 2016 - Present

Producer/Anchor

- Coordinate in-studio and administrative production of daily news program; Lead crew of 40 members
- Write, edit, and report latest national and international topics

THE DAILY FREE PRESS | Boston, MA

Sep 2016 - Present

Features Writer

- Publish 20+ features focused on business, music, arts, and community outreach
- Articles reach 5000 in print alongside digital publication

INTERNATIONAL RELATIONS EXPERIENCE

THE INTERNATIONAL RELATIONS REVIEW | Boston, MA

Sep 2016 - Present

News Manager / Layout Editor / Anchor

- Lead and plan video interviews with world leaders and diplomats
- Design academic journal layouts for print and online publication

THE INSTITUTE FOR JUSTICE & DEMOCRACY IN HAITI | Boston, MA

May 2018 - Jun 2018

Development and Communications Intern

- Organized rebranding of an international NGO, including backend updates to website
- Engaged in social media push (10.5K Twitter, 3K Facebook)

LEADERSHIP

BOSTON UNIVERSITY COLLEGE OF COMMUNICATION | Boston, MA

Jan 2017 - Present

COM Ambassador Program Coordinator

- Manage a group of 35 upperclassmen advisors and 400+ mentees
- Mentor incoming freshmen throughout BU tenure and host frequent events and check-ins
- Coordinate administrative tasks such as social media, blogs, and scheduling

BOSTON UNIVERSITY PARDEE SCHOOL OF GLOBAL STUDIES | Boston, MA

Jan 2018 - Present

Dean's Ambassador

- Represent Boston University and Dean Adil Najam to visiting representatives and dignitaries
- Engage with prospective students and present Pardee's opportunities

BOSTON UNIVERSITY ORIENTATION | Boston, MA

Mar 2018 - Sep 2018

Student Advisor

- Introduce over 5000 students to Boston University and its various administration, offices, and academic opportunities
- Lead groups of 15-30 students through academic advising, mentorship, and trips into Boston

OTHER ROLES: *Admissions Ambassador, International Relations Office Assistant, Pardee School of Global Studies Undergraduate Affairs Student Worker, First Year Student Outreach Staff Leader, BarMUN Vice-Chair, BosMUN Co-Chair, BarMUN Assistant Crisis Director, UN Representative*

COURSEWORK

News Writing, Fundamentals of Journalism, Photojournalism, Online Journalism, History of Journalism, Global Diplomacy, History of International Relations, Modern Britain, Introduction to International Relations

SKILLS

InDesign, Photoshop, Illustrator, Lightroom, Premiere, Word, Excel, Powerpoint, AP ENPS, Hootsuite, Final Cut Pro, Tighrope, Salsalabs, Wordpress, Basic Front-end HTML, Twitter, Instagram, Facebook, Vimeo, Youtube, Mailchimp