

PROFILE

Results-driven Associate Producer/Writer with 3+ years at Fox News Media, specializing in high-profile daytime news programs. Excelled in real-time scriptwriting, research, and segment production for The Faulkner Focus and America Reports, adapting swiftly to breaking news while collaborating with top talent to deliver engaging, timely content under tight deadlines. Proficient in iNews, Dalet, and VIZ for seamless graphics, video, and broadcast execution.

EDUCATION

Emerson College Boston, MA

August 2018 – May 2022

BA - Business of Creative Enterprises – School of Communications

Minor: Marketing Communications

PROFESSIONAL EXPERIENCE

Fox News Network New York, NY

September 2025 – Present

Associate Producer / Writer on The Faulkner Focus

- Craft daily scripts, guest intros, teases, and banners for The Faulkner Focus, delivering concise narratives that support high viewer retention on flagship daytime program with 1.8 million daily viewers
- Adapt and update content in real-time during breaking news events with agility and precision under tight deadlines to maintain program integrity
- Manage 4-6 concurrent stories daily in a high-volume newsroom, leveraging in-depth knowledge of politics, current events and cultural issues
- Execute in high-pressure settings by working independently to make proactive decisions, while working with collaborative teams to meet strict production timelines
- Orchestrate 10-15 field reporter hits per week with Fox talent and their producers
- Produce and write scripts, guest intros, teases and banners for America Reports show segments as assigned
- Adjust writing style and tone to match the editorial tenor of the America Reports show

Fox Business Network New York, NY

February 2023 – September 2025

Production Assistant on Making Money With Charles Payne

- Produce and write segments with guests on selected topics assigned by senior producers
- Produce and orchestrate field & studio reporter hits with Fox talent and their producers
- Conduct in-depth research using Dalet to source video/sound to prepare host background notes, enabling informed guest interviews
- Produce requested daily elements/graphics for use on broadcast in Jira and iNews
- Provide vacation coverage as backup booker: book new guests and manage long-term bookings
- Book and queue guests ahead of their appearances, get their talking points for talent and manage day-of
- Assist booker working with guests ahead of their appearances
- Manage registration and onsite logistics for live studio audience attendees for Town Hall events
- Handle the day-to-day requests of talent and senior producers
- Worked flexible schedule including weekends, early mornings and late evenings

Fox News Digital New York, NY (Remote)

June 2022 - February 2023

Production Assistant Rotational Program - Freelance

- **News Desk:** June 2022 – September 2022
 - Pitched and produced daily content from AP and other sources, including the Howard Kurtz Media Buzz column using WordPress
 - Pulled raw news footage from Dalet, edited as needed, and ingested into Wildmoka system
 - Produced articles for a variety of verticals including world news, politics & media
- **Social Media/Homepage:** October 2022 – February 2023
 - Managed daily Twitter postings and created graphics for Fox News & FBN accounts, reaching millions of followers across platforms using SocialFlow
 - Created social media graphics for Fox News & FBN Facebook & Instagram accounts
 - Created Facebook posts for FBN and published using SocialFlow
 - Clipped video from the Fox News Channel for use on Twitter & Facebook

SKILLS

Broadcasting & Production Tools

iNews | Dalet | VIZ | Wildmoka | Jira

Journalism & Analysis

News Production | Story Pitching | Real-time Content Adaptation | Research | Media Relations | Political Analysis | Current Events | Cultural Issues

Content Management & Creation

Scriptwriting | SocialFlow | WordPress | Adobe Creative Cloud | Canva

Office & Collaboration Tools

Slack | Microsoft Office | Google Suite | Cross-functional Collaboration

Media & Marketing

Social Media Marketing | Instagram | X | Facebook Ads | TikTok | YouTube | Facebook Creator Studio

INTERNSHIPS & COLLEGE EXPERIENCE

Better Together w/ Maria Menounos & AfterBuzz TV Los Angeles, CA January 2022 – April 2022

Production Intern

- Participate in twice weekly content pitch meetings with show producer and present show ideas
- Create detailed research memos on show topics and guest backgrounds for show producer and host

Shoe Money Productions Los Angeles, CA January 2022 – April 2022

Development Intern

- Provide script coverage on submitted books, pilot, film, and theatrical play scripts

Viewpoint Creative Boston, MA January 2021-May 2021

Marketing Intern

- Work with clients including HBO Max, CNN & PayPal on post content approvals & schedules

Emerson College Boston, MA September 2019 – May 2022

Emertainment Monthly: Online Entertainment Magazine

- Co-President of online entertainment magazine - Rescued the organization & website; tripled staff to 34

Emerson Channel: Student Run College Television Station

- Worked on 6 separate shows in various roles including Associate Producer and Assistant Stage Manager