

TERRESSA DORSEY

Tamarac, FL 33319 | 7864491769 | divaslounge@flygirldiva.com

Websites, Portfolios, Profiles

- www.theedivaslounge.com
- <https://www.linkedin.com/in/flygirldiva/>

Professional Summary

Fun-loving Radio Personality with experience in public relations and digital media production. Offering superb marketing skills to drive brand awareness. Effective at promoting discussion with guests to create engaging dialogue.

Resilient and resourceful Radio Personality offering 15+ years of radio experience. Articulate speaker with professional demeanor and strengths in improvising interesting talks. Flexible in managing music, news and remote broadcasts.

Skills

- | | |
|--------------------------|---|
| • Microsoft Office | • Voiceover Production |
| • Script Writing | • Active Listening and Communication |
| • Current Events | • Social Media Digital Marketing |
| • Cover Breaking Stories | • Commercial Recording |
| • Industry Trends | • Guest Interviewing |
| • Switchboard Operations | • Promo suites/adobe audition/ final cut pro and express/ Photoshop /adobe light room |

Work History

DIVAs Lounge - Media Personality

02/2023 to 02/2023

Trina Music Festival – Miami, FL

- Interviewed artists
- Media Correspondent

- Paid attention to detail while completing assignments
- Managed time efficiently in order to complete all tasks within deadlines

DIVAs Lounge - Media Personality

01/2023 to 01/2023

DJ Khaled Press Conference – Miami, FL

- Media Correspondent
 - PSA of DJ Khaled new business ventures and partners
 - Media Coverage

Power96 - Media Correspondent

01/2020 to 01/2020

Viewtopia/ Superbowl Concert – Miami, FL

- Media Correspondent
- Prayer / Ribbon cutting ceremony
- Viewtopia Concert/Superfest

Celebrity Artists:

Cardi B, Migos, Da baby, Afro B and more

Receptionist

12/2018 to 02/2020

Entercom – Miami, FL

- Monitored and screened visitors to verify accessibility to inter-office personnel.
- Confirmed appointments, communicated with clients, and updated client records.
- Responded to inquiries from callers seeking information.
- Answered phone promptly and directed incoming calls to correct offices.
- Managed multiple tasks and met time-sensitive deadlines.
- Maintained confidentiality of information regarding clients and company.
- Sorted, received, and distributed mail correspondence between departments and personnel.
- Assisted with onboarding new clients and securing paperwork completion.
- Handled incoming and outgoing package deliveries, working with vendors to complete special requests and track missing packages.

On-Air Radio Personality

11/2014 to 02/2020

Entercom - Power96 – Miami, FL

- Announced ads, song switches and breaking news segments for radio broadcasts.
- Selected and created audio cuts and pre-produced audio programs for more fluid broadcasting.
- Found, researched, fact-checked and wrote scripts for relevant topics in local news and

pop culture.

- Facilitated live coverage of special events and promotions.
- Operated studio equipment and produced show advertisements.
- Interviewed show guests and moderated discussions.
- Played music tracks from playlists provided by station management.
- Made promotional appearances at public events.
- Read prepared scripts for radio and television shows.
- Introduced upcoming broadcasts and guided audience through entertainment.
- Engaged with audience members through telephone calls and personal commentary on musical selections, political happenings and other items of interest.
- Answered listener calls regarding song requests, giveaways and commentary.
- Stayed up-to-date on FCC requirements for various shows, adapting stories and plans accordingly.
- Delivered exceptional programming to audience members by always researching events, guests and programs thoroughly.

Promotions Coordinator Assistant

01/2014 to 10/2018

Entercom - Power96 – Miami, FL

- Attended staff meetings, notified parents regarding special events and interacted with families on routine basis.
- Worked with supervisor to assess needs and determine best courses of action.
- Organized and prepared remote events and set up materials.
- Drive vehicle van; Lift/carry/set-up minimum 50lb
- Sets up and runs audio and other types of equipment; hangs banners and other staging elements
- Recorded project expenses and submitted weekly reports to management.
- Entered data, generated reports and produced tracking documents.

Power96 - Media Personality

09/2019 to 09/2019

Viacom - Love And Hip Hop Miami – Miami, FL

- Season 2 Premiere
- Media Correspondent
- Cast Interview
- Extra in Season 2

Power96 - Red Carpet Correspondent

10/2018 to 10/2018

BET Hip Hop Awards – Miami, FL

- Celebrity Interviews
- Red Carpet Correspondent
- Media Coverage

DIVAs Lounge Talk Show

08/2018 to 10/2019

VideoMixTV – Miami, FL

Aired live on Local Channel 11.5 South Florida

Local Channel 40.4 Atlanta

- Discussed variety of subjects with guests to amuse or intrigue viewers and listeners.
- Hosted Pop Culture talk show relevant to target audience to generate ratings.
- Completed commercial and promotional production assignments and monitored and reported outcomes.
- Celebrity Interviews
- Curated stage for unsigned/indie artists
- Live performances

Media Correspondent

03/2015 to 03/2017

Jazz In The Gardens – Miami, FL

Media Coverage for Power96

- Interviewed Lineup Artists
 - Covered special events and breaking news with eye for detail and tenacious pursuit of important information.
 - Delivered reporting with 100% accuracy by checking validity of all facts presented.

Production/Personal Assistance

01/2015 to 01/2016

VideoMixTV – Miami, FL

- Displayed absolute discretion at handling confidential information.
- Oversaw personal and professional calendars and coordinated appointments for future events.
- Assisting crew members and talent on set
- Responded to emails and other correspondence to facilitate communication and enhance business processes.
- Social Media / Marketing

Marketing Intern

02/2012 to 10/2013

POEBOY Music Group – Miami, FL

- Assisted with development of event strategies and tactical plans to promote accomplishment of marketing goals.
- Helped with planning and hosting of marketing events.
- Collaborated with team members to help expand marketing channels.
- Contributed to mock-ups, email campaigns and social media content.

On Air Radio Personality

06/2011 to 08/2012

WSUonline.com – Pembroke Pines, FL

- Providing creative, entertaining and engaging on-air content while executing the station format
- Ensuring that promotions and contests are executed properly.
- Perform music and commercial log checks during shifts. • A proven track record in being able to write, voice and do commercial production.
- Strong organizational and communication skills.

Interviews

LaTocha (Xscape), Tracy Cruz, Daron from 112. Rasheeda
Jacki-O, Momma Dee, Traci Braxton-Trina Braxton, D Woods

Promotion Assistant

11/2010 to 10/2012

Cox Media - HOT 105 FM – Miramar, FL

- Reported back to Promotions Director to receive day-to-day tasks and responsibilities.
- Interacted with customers by phone to collect information.
- Delivered clerical support by handling range of routine and special requirements.
- Sorted and organized files, spreadsheets and reports.
- Built rapport with clients to facilitate trusting relationship and provide setting conducive to growth.
- Developed social media strategy templates for Twitter, Instagram and Facebook.
- Completed research, compiled data, updated spreadsheets and produced timely reports.
- Helped with administrative support by managing incoming calls for Chief Jimmie Brown Show

Promotions Assistant Coordinator

03/2009 to 07/2010

Cox Media - 103.5 The BEAT – Miramar, FL

- Attended staff meetings, notified parents regarding special events and interacted with families on routine basis.
- Worked with supervisor to assess needs and determine best courses of action.

- Organized and prepared remote events and set up materials.
- Drive vehicle van; Lift/carry/set-up minimum 50lb
- Sets up and runs audio and other types of equipment; hangs banners and other staging elements
- Recorded project expenses and submitted weekly reports to management.
- Entered data, generated reports and produced tracking documents.

Radio Intern

08/2008 to 10/2008

Cox Media - 99 JAMZ – Miami, FL

- Generated on-air promotional scripts to promote client marketing and advertising initiatives.
- Operated studio equipment and produced show advertisements.
- Interviewed show guests and moderated discussions.
- Researched topics for comment and discussion.
- Answered listener calls regarding song requests, giveaways and commentary.
- Stayed up-to-date on FCC requirements for various shows, adapting stories and plans accordingly.
- Informed audience about location events, general PSAs and music titles and artists.

On-Air Radio Personality

10/2007 to 04/2011

The Chunky Chickz Radio Show – Miami, FL

STATIONS

107.1FM (May 2010-April 2011)

89.1-www.thestreetsfm.com (Sep. 2008-Nov. 2009)

W305.COM (Oct 2007-Feb 2008) - DJ Affect Station

- Announced ads, song switches and breaking news segments for radio broadcasts.
- Facilitated live coverage of special events/promotions
- Announced station programming information, schedules and station breaks.
- Introduced upcoming broadcasts and guided audience through entertainment.
- Operated studio equipment and produced show advertisements.
- Interviewed show guests and moderated discussions such as Chrisette Michele, Playaz Circle, Trey Songz-Cameron-Dipset, Rick Ross

VH1: Uncle Luke-Parental Advisory: Extra

08/2008 to 09/2008

Viacom – Miami, FL

- Reality Show

- Personality in Series

Media Intern

08/2007 to 08/2007

OZone Award Show – Miami, FL

- Stayed alert, active, and ready to respond to any request at any time using variety of available resources.
- Developed and maintained successful relationships with media professionals.
- Interacted positively with actors and actresses celebrities when escorting to and from stage
- Red Carpet

Education

Certification: Certified Life, Professional , Christian Coach 11/2021

Breakthrough Coaching And Leadership Academy - Online

Certification: Women's Entrepreneurship Program 11/2021

Cornell University - Online

Certification: Radio And Television Broadcasting 09/2008

Connecticut School Of Broadcasting School - Miami, FL

- Awarded - Hall of Fame Graduate

Some College (No Degree)

Miami Dade College - Miami, FL

52 College Credits

High School Diploma

06/2001

Miami Killian Senior High School - Miami, FL

Accomplishments

Hall of Fame for Connecticut School of Broadcasting

Certifications

Certified Life Coach