

BRYNNA POWELL

PR ASSISTANT & EDITOR



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Denver, Colorado

EDUCATION

2018 - Dec 2021

BACHELOR OF ARTS / PROFESSIONAL WRITING

Grand Canyon University

Majored in English with Emphasis in

Professional Writing and Communications

Graduated Summa Cum Laude

3.87 GPA

SKILLS

- Editing and Writing
- Brand Promotion
- Web Content Creation
- Press Release Writing
- Client Communications
- Organization Skills
- Fast-Paced Environments

WORK EXPERIENCE

PR Assistant

Proof PR, 2023 - Now

- Supported and contributed to successful PR campaigns
- Conducted media outreach
- Built comprehensive media lists
- Wrote press releases, byline articles, bios, and pitch notes on a daily basis
- Specialized in restaurant and lifestyle clientele
- Assisted with all accounts
- Attending meetings and solidified positive client relationships

Media Relations Writer & Intern

Gal Media Group, 2021-2022

- Wrote creative copy for beauty, fashion, fitness and insurance-based clients.
- Engaged in professional networking and interview techniques with CEOs, small business owners and tech experts.

Food & Booze Desk Editor

303 Magazine, Jan 2022 - Now

- Oversaw the daily function of a digital publication with 500k unique monthly users.
- Raised awareness for Denver's flourishing culinary scene at a city, state and national level.
- Hired, onboarded and trained a team of editorial interns and staff writers. Managed monthly budget for Food and Booze Desk and scheduled editorial calendar.
- Configured SEO on all stories.
- Copy-wrote, copy-edited and formatted all Food and Booze content for publication.

Bartender and Server

Jacks & Steamers Bar & Grill, 2019 - Now

- Served guests with food and beverage requests in a timely and organized manner.
- Mastered the art of multi-tasking and internal/external communications.
- Encouraged sales based on menu offerings.