

CLAIRE FORAN

Toronto, Ontario
clairemforan@gmail.com
claireforan.com

ABOUT ME

I am an experienced communications professional and content creator passionate about storytelling through multiple mediums. I believe strong visuals and the right stories have the power to move people and connect them to a cause. My area of expertise include but are not limited to video production and editing, design, photography, copywriting, social media management and strategy.

EDUCATIONAL BACKGROUND

Fleming College

Toronto, Ontario
Diploma in Environmental Visual Communications, 2018

Concordia University

Montréal, Quebec
Bachelor of Arts in Communications with a specialization in video production
Minor in Sustainability Studies
2011-2015

PROFESSIONAL SKILLS

- Experienced video editor
 - Camera and Beginner Drone operation
 - Intermediate French
 - Adobe Creative Suite (highly proficient in Adobe Premiere, InDesign and Photoshop)
 - Social Media and Google Analytics
 - Web Management (HTML/CSS)
-

PERSONAL SKILLS

- Highly Organized
- Multi-tasker
- Self-starter
- Personable

WORK EXPERIENCE

Social Media Manager

Global Conservation

September 2021 - Part Time, Current

- Leading the strategy, planning, copywriting, and development of visuals for their social media channels

Communications and Engagement Advisor

Greenbelt Foundation

April 2022- December 2023, Independent Contract

- Led all content creation for the organization
- Advised on visuals and public messaging for all programming including research and grants.

Digital Media Coordinator

Greenbelt Foundation

March 2020 - April 2022, Full-time

- Coordinated all content for all social media channels, website, newsletters, and video projects
- Provided in house videography, photography, designing, and editing for the Foundation's digital content
- Supported of coordination and execution of digital and in-person community events and grantee initiatives

Grants Officer and Executive Assistant

McCall MacBain Foundation

January 2019 - March 2020, Full-time

- Supported the CEO on strategic projects and managed general inquiries about grants and direct programs; researched and explored potential new granting opportunities
- Coordinated all social media channels and newsletter, assisted Communications Manager with development of communications plan and strategy

Content Creator

Royal Ontario Museum

May 2018 - December 2018, Independent Contactor

- Produced, shot and edited an educational video in collaboration with Tseshah First Nations on Vancouver Island for an exhibit redesign
- Designed Wildlife Photographer of the Year Engagement Strategy 2018, internal document

VOLUNTEER AND FREELANCE WORK

Grandmothers Act to Save the Planet, 2022

Producer and Editor of an educational mini series

350.org, 2018

Event Photographer and Videographer

The Blue Dot Project | David Suzuki Foundation, 2019

Videographer & Photographer