

A square logo with a light beige background and a dark blue border. In the center is a large, dark blue monogram consisting of the letters 'O' and 'F' intertwined. The 'O' is on the left and the 'F' is on the right, with their stems overlapping.

OLIVIA  
FOSTER

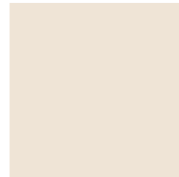
A square logo with a dark blue background and a dark blue border. In the center is a large, light beige monogram consisting of the letters 'O' and 'F' intertwined. The 'O' is on the left and the 'F' is on the right, with their stems overlapping.

OLIVIA  
FOSTER



OF

OF



C: 4.54%  
M: 7.01%  
Y: 10.85%  
K: 0%



C: 96.79%  
M: 92.86%  
Y: 44.03%  
K: 54.87%

BELDA | COND THIN  
LOGO STROKE: 2 PT

OF

OLIVIA  
FOSTER

OLIVIA FOSTER

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(706) 577 3832

OCF0007@AUBURN.EDU

310 W GLENN AVE. AUBURN, AL



# OLIVIA FOSTER

## CONTACT

310 W GLENN AVE. AUBURN, AL
(706) 577 3832
OCF0007@AUBURN.EDU

## EDUCATION

### AUBURN UNIVERSITY, 2020-2024

BACHELOR OF ARTS | PUBLIC  
RELATION AND COMMUNICATION  
MINOR | BUSINESS

### HONORS

SUMMA CUM LAUDE, DEANS LIST:  
SPRING 2021, FALL 2021, SPRING  
2022, FALL 2022, SPRING 2023

## SKILLS

EXPERIENCE WITH ADOBE PHOTOSHOP,  
LIGHTROOM AND ILLUSTRATOR

STRONG COMMUNICATION AND  
PROBLEM SOLVING TECHNIQUES

PROFICIENT IN WRITING AND SOCIAL  
MEDIA ANALYSIS

## PROFILE

I AM A SENIOR STUDYING PUBLIC RELATIONS AND BUSINESS AT AUBURN UNIVERSITY. I AM A FOCUSED AND HARDWORKING STUDENT GRADUATING IN MAY 2024 WITH STRONG COMMUNICATION AND MARKETING SKILLS ALONG WITH A PASSION FOR HELPING OTHERS. I CONSIDER MYSELF VERY DRIVEN AND WHEN SOMEONE GIVES ME A TASK, I MAKE SURE TO GET IT DONE EFFICIENTLY. I HAVE KNOWLEDGE IN SOCIAL MEDIA AND HOW IT CAN BE USED TO SPREAD AWARENESS.

## WORK EXPERIENCE

### SHARPTOP COVE STAFF YOUNG LIFE | 2022-2023

MANAGED THE APPAREL STORE MONETARY TRANSACTIONS; GREW IN CUSTOMER SERVICE EXPERIENCE

ASSISTED IN RESTOCKING AND REORGANIZING THE  
MERCHANDISE WAREHOUSE

OPERATED THE ROPES COURSE BY TEACHING THE CAMPERS SAFETY  
PROTOCOLS

### STUDENT INTERN LARKIN LANE DESIGNS, 2019-2020

CREATED AND DESIGNED GRAPHICS FOR SOCIAL MEDIA AND WEBSITES

ORGANIZED AND CLEANED APPAREL IN THE STORAGE UNIT

WORKED BEHIND THE SCENES ON THE WEBSITE BY UPDATING  
INVENTORY STOCK AND SEARCH ENGINE OPTIMIZATION

## VOLUNTEER EXPERIENCE

### ADAPTIVE HUGS GYMNASTICS LEADER AUBURN GYMNASTICS ACADEMY | 2021-PRESENT

INSTRUCT WEEKLY ADAPTIVE GYMNASTICS CLASSES FOR CHILDREN WITH DISABILITIES  
ASSIST IN THE ENHANCEMENT OF CHILDREN'S BASIC MOVEMENTS SUCH  
AS GROSS MOTOR SKILLS, EYE-HAND COORDINATION AND BASIC  
GYMNASTICS SKILLS

# OF

OLIVIA  
FOSTER

# CREATIVE BRIEF

## PROJECT SCOPE

THIS IS A PROFESSIONAL LOGO FOR OLIVIA FOSTER. THE PURPOSE IS TO SHOWASE HER PERSONALITY THROUGH THE FONTS AND COLORING IN A CONTEMPORARY WAY.

## COLOR, TEXTURE & FONT

OLIVIA DESIRED HER LOGO TO BE PROFESSIONAL BY WORKING WITH A NAVY AND A LIGHT TAN. SHE USES THE BELDA FONT TO KEEP HER WORK SIMPLE YET ENGAGING.

## THEME & AUDIENCE

OLIVIA AIMS TO TO CONVEY A SIMPLE THEME BY UTILIZING ONE FONT AND TWO COLOR SCHEMES TO CREATE PROFESSIONALISM.



OLIVIA FOSTER  
310 W GLENN AVE.  
AUBURN, AL 36830

INSERT  
STAMP  
HERE

YOUR NAME HERE  
123 ADDRESS STREET  
CITY, STATE, ZIPCODE



# OLIVIA FOSTER

✉ OCF0007@AUBURN.EDU

📍 AUBURN UNIVERSITY

OCT. 11, 2023

MAKE-A-WISH  
FOUNDATION  
2901 NORTH 78TH STREET  
SCOTTSDALE, AZ 85251

DEAR HIRING MANAGER,

I AM WRITING TO YOU TO EXPRESS MY INTEREST IN THE MARKETING AND COMMUNICATION INTERNSHIP FOR MAKE-A-WISH FOUNDATION. I DISCOVERED THIS POSITION THROUGH THE MAKE-A-WISH WEBSITE. I HAVE A PASSION FOR MARKETING AND COMMUNICATION, AS WELL AS SERVING FAMILIES AND CHILDREN. AFTER MY TIME VOLUNTEERING WITH MAKE-A-WISH, I KNEW I HAD TO BE A PART OF THIS FOUNDATION. I WILL BE GRADUATING FROM AUBURN UNIVERSITY IN MAY 2024 WITH A BACHELOR'S DEGREE IN PUBLIC RELATIONS, AND I LOOK FORWARD TO BEGINNING A CAREER WHERE I CAN SERVE OTHERS USING MY MARKETING AND COMMUNICATION SKILLS.

THE MAKE-A-WISH FOUNDATION IS ONE OF THE MOST WELL-RESPECTED ORGANIZATIONS IN THE SOUTH, AND I BELIEVE I CAN CONTRIBUTE GREATLY TO THIS COMPANY. AS AN UNDERGRADUATE AT AUBURN UNIVERSITY, I HAVE SOUGHT OPPORTUNITIES TO EXERCISE MY LEADERSHIP, TEAMWORK, DIGITAL COMMUNICATION AND MARKETING SKILLS. I AM PASSIONATE ABOUT SERVING OTHERS AND MAKING THEM FEEL KNOWN. I AM ALSO PASSIONATE ABOUT SOCIAL MEDIA AND HOW IT CAN PLAY A HUGE ROLE BUILDING A COMPANY. I AM CONFIDENT IN MY ABILITY TO WORK EFFECTIVELY WITH OTHERS TO ACCOMPLISH THE GOALS MAKE-A-WISH HAS TO CONTINUE TO BE SUCCESSFUL.

BEYOND MY UNDERGRADUATE EDUCATION IN PUBLIC RELATIONS, I HAVE BEEN ABLE TO USE MY SKILLS BY PURSUING MANY VOLUNTEER OPPORTUNITIES. MY SORORITY'S PHILANTHROPY IS MAKE-A-WISH, WHICH GAVE ME MORE INSIGHT ABOUT THIS FOUNDATION AND PROVIDED ME THE OPPORTUNITY TO WORK HANDS ON FOR THIS ORGANIZATION. I WAS ALSO ABLE TO PRACTICE THESE SKILLS DURING MY TIME VOLUNTEERING WITH EASTER SEALS, AN ORGANIZATION THAT HELPS INDIVIDUALS WITH DISABILITIES AND SPECIAL NEEDS THROUGH SERVICES AND DEVELOPMENT CENTERS. MY DESIRE TO SERVE OTHERS AND WANT THE BEST FOR THEM COMBINED WITH MY STRONG MARKETING, COMMUNICATION AND DIGITAL COMMUNICATION SKILLS MAKE ME A STRONG FIT FOR THIS INTERNSHIP. THANK YOU FOR YOUR TIME AND CONSIDERATION. I LOOK FORWARD TO SPEAKING WITH YOU FURTHER ABOUT THIS INTERNSHIP POSITION.

SINCERELY,

*Olivia Foster*

OLIVIA FOSTER