

www.jennamaekline.com

(610) 608-1803

www.linkedin.com/in/jenna--kline 🖸 jennakline311@gmail.com

SUMMARY

A dynamic and driven public relations professional and graduate student with a strong passion for beauty and wellness PR seeking to excel in a rewarding position within a leading lifestyle brand.

SKILLS

- Influencer performance measurement and social media tools: Cision, MightyScout, and MuckRack
- Social Media Analytic Platforms: Brandwatch and **Google Analytics**
- Press Releases
- Strategic Planning

- PESO campaign strategy
- Content creation on Canva design
- Media Relations
- Research and analysis
- Group collaboration
- · Organization and time management
- Strong verbal and written communication

WORK EXPERIENCE

IHPR

Beauty and Wellness Public Relations Intern • August 2022 - Present • Los Angeles, CA

- Led data measurement tracking for influencer coverage and social media impressions throughout four major campaigns
- Packaged and coordinated product send-outs for mega-celebrities and influencers along with key beauty editors
- Built and maintained press and influencer media lists for a variety of product launches and initiatives across beauty and wellness
- Established and nurtured relationships with reporters across major beauty, wellness, and lifestyle publications
- Assisted with event coordination for influencer events, brand partnerships, and brand launches for major beauty and wellness brands
- Crafted creative pitches to beauty and lifestyle editors to garner earned media for upcoming campaigns and partnerships

Accounts Worked On: Vegamour, Wellness East, Pause Studios and Iconic Beauty

Red Thread PR

Public Relations Associate • June 2023 - August 2023 • Philadelphia, PA

- Led research initiatives for awards and thought-leadership speaking opportunities for two clients
- Created a database of sponsored content opportunities across key publications
- Conducted media audit of outlets covering digital banking to help improve pitching opportunities for our client
- Secured thought-leadership speaking opportunities for a client at a significant national conference

Havas Health & You

Human Resource Fellow • September 2021-June 2022 • New York, NY

- Analyzed 20 agency's quarterly turnover reports and communicated statistical data through decks and Excel spreadsheets for managing directors
- Processed new hire onboarding, promotions, compensation changes, and additional HR actions using the Workday program
- Provided HRIS support for five agencies and their corresponding HR generalists
- Conducted exit interviews to collect qualitative data regarding employees' experience

Main Line Fertility

IVF Patient Care Coordinator • August 2020 - June 2021 • Bryn Mawr, PA

- Educated patients on the IVF process and finding solutions to patient's concerns
- Wrote a 40-page informational booklet to advance employee training and optimize the patient experience

Philabundance

Public Relations Intern • June 2019 - August 2019 • Philadelphia, PA

- Wrote a 30-page PR toolkit to educate 300+ member agencies on how to execute comprehensive communication strategies
- Formalized Philabundance website to ensure consistent branding and provide proper resources to users
- Spearheaded media outreach and social media campaigns to enhance Philabundance programs

EDUCATION

University of Southern California

Master of Arts in Public Relations and Advertising December 2023

Bucknell University

Bachelor of Arts in International Relations and Spanish May 2020