

# BRIANA MORRIS

Norfolk, VA

Briananachay.bm@gmail.com • <https://www.linkedin.com/in/briana-morris18/> •  
<https://bmorr004.wixsite.com/brianamorris>

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## EXPERIENCE

SEPTEMBER 2019 – PRESENT

**EPORTFOLIO GRADUATE ASSISTANT**, OLD DOMINION UNIVERSITY

1. Supports students individually with technical queries in regard to ePortfolio platforms;
2. Run pre-designed workshops for small groups of students and classes;
3. Markets ePortfolios and ePortfolio support to graduate populations;
4. Oversees maintenance of custom WordPress templates designed with faculty and administrators;
5. Supports initiatives and faculty workshops as needed,
6. Record and reflect on all interaction with students seeking ePortfolio support.
7. Oversees maintenance of social media platforms

APRIL 2019 – AUGUST 2019

**ADMINISTRATIVE ASSISTANT**, VIRGINIA COMMONWEALTH UNIVERSITY

Department of Pharmacotherapy & Outcomes Science

1. Served as point of contact for external research collaborators and practice partners
2. Completed other administrative tasks related to the research program
3. Managed reimbursements
4. Organized itineraries and made travel arrangements for external speaker and candidates

Center for Pharmacy Practice Innovation

(same as above plus)

1. Organized the agenda and secured meeting space for meetings
2. Ensured the website was updated in a timely and accurate manner
3. Managed and communicated schedule for monthly seminars
4. Monitored social media platforms and ensured posts are professional and consistent with VCU's mission
5. Organized content for the newsletter and prepare newsletter without grammatical and spelling errors
6. Trained summer students/research assistants

**JANURARY 2017 – MAY 2018**  
**RADFORD UNIVERSITY**

**PUBLIC RELATIONS INTERN, R-SPACE**

1. Created digital promotional items
2. Created and implemented target marketing plans
3. Establish partnerships with other campus and off campus departments.
4. Maintained a social media presence.
5. Implemented promotional events
6. Took full control of the social media forums which included, but not limited to, Twitter, Facebook and Instagram.
7. Implemented strategies to engage the student population

**SOCIAL MEDIA INTERN, HIGHLANDER STUDENT MEDIA**

1. Created digital promotional items
2. Created and implemented target marketing plans
3. Establish partnerships with other campus and off campus departments.
4. Created a creative social media presence for all media outlets under Highlander Social Media.
5. Implemented promotional events of all media outlets under Highlander Student Media.
6. Took full control of the social media forums which included, but not limited to, Twitter, Facebook and Instagram.
7. Implemented strategies to engage the student population within all media outlets under Highlander Social Media.
8. Created a public website for interested consumers to get more information

**MAY 2016 – AUGUST 2017**  
**CEDAR FAIR KINGS DOMINION**

**HEAD SUPERVISOR, MERCHANDISE DEPARTMENT**

1. Sold merchandise to customers and helped customers with their needs when asked
2. Greeted guest when entering the souvenir/merchandise store.
3. Provided excellent customer service, operated the cash register, maintained a clean work area and organized merchandise.
4. Organized and folded clothes when necessary.
5. Supervised three different locations and 3-7 associates a day
6. Stayed on top of what merchandise is needed in each store location

**TEAM LEAD, MERCHANDISE DEPARTMENT**

1. Sold merchandise to customers and helped customers with their needs when asked
2. Greeted guest when entering the souvenir/merchandise store.
3. Provide excellent customer service, operate the cash register, maintain a clean work area and organize merchandise.
4. Organize and folded clothes when necessary.
5. Served as a team lead acting supervisor when the supervisor was not present.

## EDUCATION

MAY 2018

**BACHELOR OF BUSINESS ADMINISTRATION**, RADFORD UNIVERSITY

Major: Marketing

MAY 2022

**MASTER OF FINE ARTS**, OLD DIMINION UNIVERSITY

Creative Writing, Nonfiction

GPA: 3.77

## PROJECTS

- The Inner Mind Blog – Writer/Personal Blog •
- Strategy Girl NYC – Contributing Writer
- Lil' Zodiac Blog – Writer

## ACTIVITIES

1. ODU Writer's in Community: Volunteer
  - A non-profit organization within the MFA Creative Writing Program.
2. ODU's Barely South Review: Reader
  - A literary journal within the MFA Creative Writing Program
3. Career Pathways Steering Committee – 2019/2020