

## Zoë Wells

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### Education and Qualifications

2016 – 2019 BA in English Literature and Creative Writing from the University of Warwick

Spring 2018 Masters TEFL Qualification from TEFL UK

2014 – 2016 IB (International Baccalaureate) at UWC Atlantic College, Wales

### Work Experience

March 2017 – April 2019 Head Editor at [Kamena Magazine](#)

*Kamena* is a literary magazine that was launched in March using funding from the University of Warwick's student union. As head editor, my duties included:

- Proofreading and selecting materials to go into the print and digital magazine
- Designing and managing the magazine website
- Running interviews with local/graduate writers and poets
- Designing and typesetting the magazine's [layout](#)
- Filming local events for the magazine's YouTube channel and website
- Creating materials and copy for social media channels on Facebook, Twitter, and Instagram

February 2018 – present Writer at [The Boar](#)

*The Boar* is the University of Warwick's main student newspaper. As one of its section writers I work in several teams of 10-20 people, depending on the size of the section, to pitch and deliver articles on a quick turnaround.

- Researching and writing articles on TV, literature, and local events affecting students
- Pitching articles in biweekly editor meetings
- Shortlisted for a 2018 Boar Award in Television Writing for an article on the [Bury Your Gays trope](#).

July – August 2018 Resident Counsellor at [Lines Summer Camp](#)

*Lines Summer Camp* is an intensive English language immersion camp, for children learning English as a second language. The resident counsellors oversee the care of the children in the afternoons and evenings, as well as on weekends and excursions.

- Devising activities to keep children engaged and teach them English while having fun
- Working as part of a team to ensure that all children were always accounted for
- Independently working on tasks and managing my own work routine during the day.

**May 2017 - May 2018**

**Marketing Manager at [BFT Film Productions](#)**

BFT is a film production group funded by Warwick University. As Marketing Manager, my duties included:

- Designing promotional materials, such as pamphlets, banners, and event logos for Facebook
- Shooting and editing videos for University related events
- Providing copy for weekly email updates for our followers

**June - September 2017**

**Media Trainee at [Open Creative Communications](#)**

Open Creative Communications is a London based agency that specialises in digital scientific and educational communication.

- Researching and writing interview scripts for leading ophthalmologists
- Writing the initial drafts of a feature length screenplay on a documentary on the development of eyes in the womb, commissioned by the Department of Health
- Writing copy for and running the company Twitter
- Assisting the office manager in co-ordinating travel plans

### University Societies

- **Dodgeball:** Captain and Safety Officer of the Warwick Women's team 2017-19
- **Sports Activator:** running open sports sessions for students across the University

### Languages

- English (mother tongue)
- French (fluent)
- German (beginner)
- Norwegian (beginner)

### Multimedia

- Microsoft Office suite qualified (ECDL)
- 6 years' experience in Adobe Premiere Pro
- 6 years blogging experience on Wordpress
- Proficient in Adobe Photoshop, After Effects, InDesign, Illustrator
- 3 years' experience running business pages/accounts on Twitter, Facebook and Instagram

### Volunteer Experience

**January - May 2016**

**English Teaching Volunteer at *STAR Cardiff***

As a volunteer at the STAR centre (Student Action for Refugees) in Cardiff, I taught refugees conversational English. The aim was to help these people integrate into the community and create new connections. This was achieved through prepared weekly lesson plans which I helped formulate.

**September 2014 - August 2015**

**Music Therapist at *UWC Atlantic College***

The Music Therapy team at Atlantic College provided two sessions a week, one to dementia patients and one to children with special needs. Alongside learning the materials and the theory behind music therapy, I also helped develop session plans.