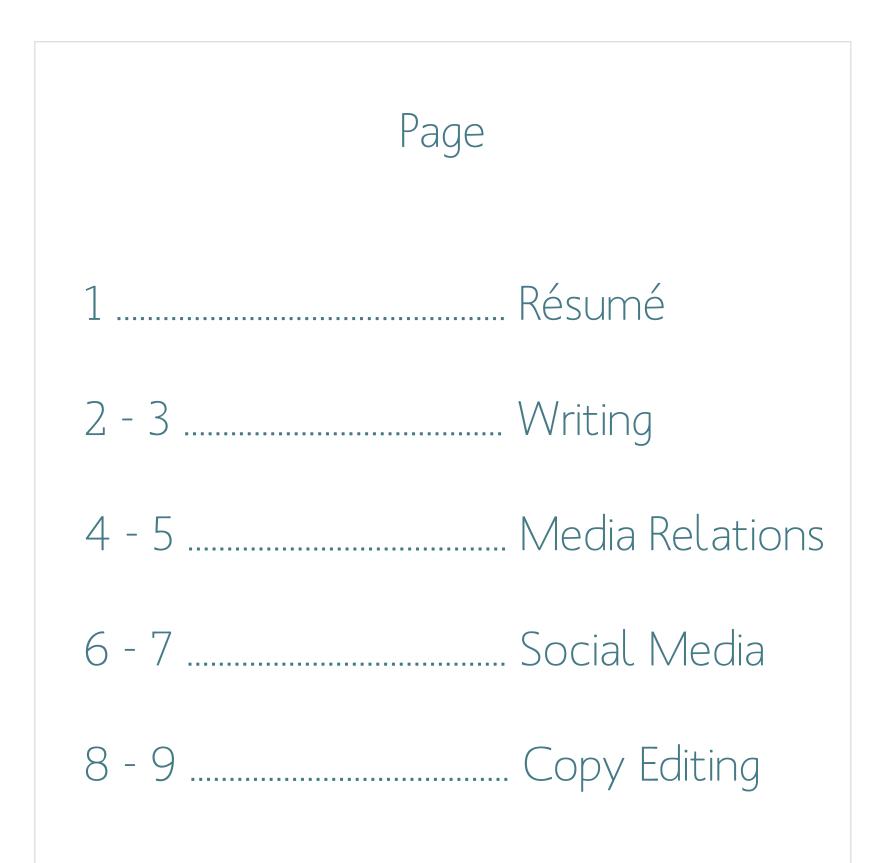
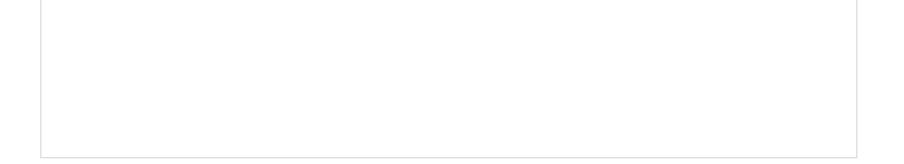
Leigh Scheffey's Portfolio



Table of Contents



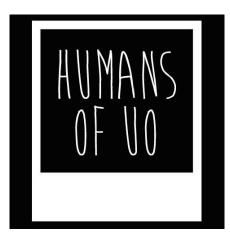


Résumé

	Leigh Scheffey				
	Leigh Schency				
Experience	PR Manager, Mills International Center	April 2014 - Present			
	 University of Oregon Manage: Twitter, Facebook, Instagram and Pinterest 	accounts			
	 Organize UO Instagram takeover increasing audience from 200 to 14,000 during event 				
	 Compose press releases and edit publicity materials based on AP Style 				
	 Oversee materials created by art curator, graphic de 	-			
	Program Coordinator, International Student Association	January 2014 - June 2014			
	University of Oregon				
	Managed internal and external communication with vendors and organizations				
	Led group of five student interns in planning and organizing events on campus				
	 Collaborated with groups and businesses to market e Social Chair, International Business and Economics Club 	October 2013 - June 2014			
	University of Oregon	October 2015 - June 2014			
	 Worked with PR chair to direct social media efforts on Facebook and Twitter 				
	 Organized fundraisers and promoted club at campus events 				
	 Presented regularly on international topics for club c 	of more than 50 students			
	External Relations Committee, PRSSA	January 2013 - June 2013			
	University of Oregon				
	 Interviewed local professional for article, which appe Defined and edited students? articles 	eared on blog's front page			
	 Refined and edited students' articles Chair, Public Relations and Marketing, Hallspot 	October 2012 - July 2013			
	University of Oregon	October 2012 - July 2013			
	 Headed campus events team to promote social netw 	vork for college students			
	Created campaigns resulting in social media engager	0			
Education	University of Oregon School of Journalism & Communication	on			
	Bachelor of Arts, Journalism: public relations, Minor: Italian Graduation: Spring 2015				
Volunteer & Leadership	Communication Committee, International Student Career A University of Oregon	Illiance July 2014 - Present			
	 Co-directed Communications Committee with facult Recruited to work on team-building communication 	-			
	Co-Director, Grassroots Soccer Tournament	January 2014 - May 2014			

- Eugene, OR
- Planned and marketed May 2014 tournament that raised over \$1,000 for HIV/AIDS
- Communicated with local investors and businesses to promote and gain awareness

Writing



Humans of UO is a culture website that Leigh runs with the help of her two co-workers. Leigh and her team manage the photos, text and content. Leigh is most involved in transcribing and editing articles and their photos.





It's the end of week 10, and many on the university's campus are not just thinking about their finals. The GTFF strike is growing in force daily, catching the eye of undergraduates, graduates, faculty and administration. But where to stand? Here's what those leading the front have to say...

"Why are you involved in the strike?"

"I'm involved because I feel like the administration has flawed priorities. They're prioritizing profit and privatization over quality education. They're not paying for fair treatment of their workers. GTFs teach a quarter of the classes at U of O and we're getting very little respect at the bargaining table from the administration."

 Instructor of musicology course: History of Hip-Hop – with Sean Peterson.

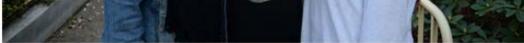


Humans of UO shows the diversity on campus

Eric Schucht -- March 2, 2015

∞ 612 ♥ 4 ♥ 0 **f** ♥ 8⁺ 9





The idea is from him (Humans of New York)... but it's different because we're on a university campus," said group founder Megan
Garland. (Natsumi Seki/Emerald)

While the work of Brandon Stanton's photo blog Humans of New York, is well known, a similar, lesser-known group is

Highlights

+ increased following by 100 percent in one term
+ increased all overall interactions with posted content
+ gained organic media coverage, as seen in the photo above

Writing



Leigh worked as an Arts & Culture reporter for the Daily Emerald, an independent newspaper at the University of Oregon, during the summer of 2014. Her experience helped her learn how to artfully craft a story, which she credits toward while also fulfilling her ability to write compelling press and news releases.



VIBRANTLY PAINTED FIRE HYDRANTS LINE EUGENE'S SOUTH UNIVERSITY NEIGHBORHOOD



JARED SMITH TALKS UPCOMING SHOW AT SAM BONDS GARAGE

WILDERNESS

And the second of the provide the second of the second of



chip

Homeward Pross the Use Homeward Pross the Use tagether for about a year here in Hered, Gregon - 1 first show before I had a

OLA

NOW WOOLD YOU CLASSY'Y YOUR MODE! Some provide how read it is not of diar for Some provide how read in the source of the for mode, but you will dispersive the source of the the boarder version of Classico which I therefore the reports. WAVE MARKS WILDERNEYS UNDOW!

Highlights

+ published in print five times in three months
+ published on website weekly
+ published story recognized as the week's most-read story

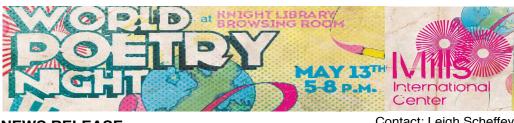


Media Relations



Background

Leigh drafted, edited and sent this press release to local media at the Daily Emerald, Around the O, Eugene Weekly and The Register-Guard to gain attention about the Mills' annual World Poetry Night.



NEWS RELEASE For Immediate Release Contact: Leigh Scheffey Mills Int'l Center PR Manager Phone: (720) 254-5909 Email: Lscheffe@uoregon.edu

MILLS INTERNATIONAL CENTER TO HOST TWELFTH ANNUAL WORLD POETRY NIGHT

UO organization invites Eugene community to annual cultural exchange

April 20, 2015 — The Mills International Center at the University of Oregon will hold their twelfth annual World Poetry Night on May 13, from 5 to 8 p.m. in the Knight Library Browsing Room. The event serves as a platform for students, faculty, staff and community to share their creativity and culture through spoken word. Participants will present work from a poet who inspires them or original poetry. The event is open to all members of the Eugene community.

Participants include Jason Kim, a business student, who will present an original work titled "our bodies know our bodies"; Atsan Senghor, human physiology student, who will present David Diop's' "Africa my Africa"; and Pooria Manoochehri, arts administration M.A. student, will sing the Persian folkloric song Shirin Shirinam in Kurdish at the event.

"This is my first World Poetry Night," said Manoochehri. "I am extremely excited to showcase more about my Persian culture and passion for art during World Poetry Night. I really appreciate that the event encourages intercultural dialogue through art and poetry."

Attendees will hear poetry in languages from around the globe while reading projected English translations. The event compiles scheduled performances, dinner and an open mic session where all attendees are encouraged to share their poetry.

For more information about the event or the Mills International Center, visit the venue at Mezzanine 144 in the Erb Memorial Union. Interviews and additional press materials are available upon request from the contact listed above.

About the Mills Center: As a catalyst for international experiences, we provide

guidance, information and programming to promote global understanding. The Mills Center integrates its resources with our international and local university communities through active, creative, informative and supportive partnerships and events.

###

Highlights

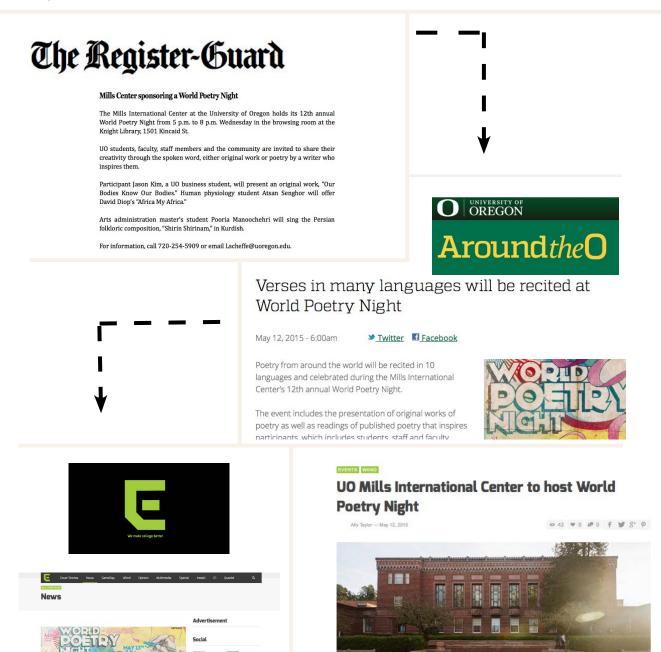
- + edited article to match AP style
- + created boilerplate for the Mills International Center's press materials
- + created backgrounder template for future press releases

Media Relations



Background

Leigh gained media attention from three our of the four news outlets that were targeted for the release. Leigh secured more coverage than the Mills had received for any events in the past.







 David Weddle, an accomplished writer and producer, will present a talk on writing fiction for the TV format on May 20 at 6 p.m. in the night Library Browsing Room. (Taylor Wilden/Emerald)

The Mills International Center will host its 12th annual World Poetry night and feature students from the University of Oregon.

Highlights

+Two articles from the Daily Emerald+One article from Around the O+One article from The Register-Guard

Social Media



Background

Leigh has managed the Mills' social media accounts on Facebook, Twitter, Instagram and Pinterest for over a year. To establish a social media team and to increase the amount of content produced on each page, Leigh created a social media training and editorial calendar.

			27 - May 3 eek 5		
	x.	Theme			
	Monday	Tuesday	Wednesday	Thursday	Friday
Facebook	#MeetTheWorldHen staff post	Colombia Resource Post	Mills Frog Colombia	Colombia video	#MeetTheWorldHer staff post
Instagram	(Freebie)	Colombia Resource Post	Mills Frog Colombia	Colombia video	(Freebie)
Twitter	#MeetTheWorldHen	Colombia Resource Post	Mills Frog Colombia	Colombia video	#MeetTheWorldHen staff post
Pinterest	#MeetTheWorldH staff post	(Pin to three boards)	(Pin to three boards)	(Pin to three boards)	#MeetTheWorldHen staff post

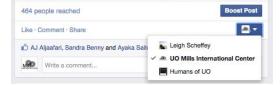
UO Mills International Center Posted by Leigh Scheffey [?] - April 16 at 11:36am · @ This week's Resource Reel takes us to Dubai — enjoy!



Social Media Training

Hashtags: #MillsFamily #UOMills #MeetTheWorldHere New Hashtag (for resources): #ExploreTheWorldHere

Monday: Mills Monday Tuesday: Library Resource Wednesday: Mills Frog Wednesday Thursday: Resource Reel Thursday Friday: Freebie Friday Weekends: Culture Night Event Posts



#MillsFamily Weekend Update - If you are doing something that's relevant to culture, travel, food or the Mills.

** If you want to share a Weekend Update please plan with the Social Media Team a week prior to the event or activity. **

Highlights

+ trained 25 staff how to professionally use social media
+ expanded team by hiring two social media assistants
+ unified one voice across the Mills social media accounts

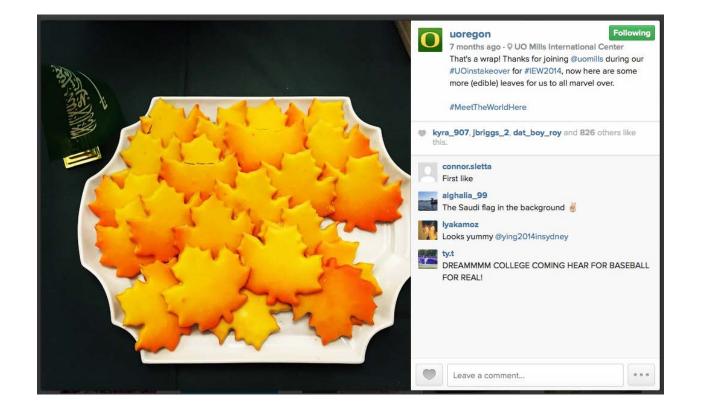
Social Media



Background

Leigh was able to effectively use her trainings and calendar to consistently post engaging content. Beyond just the social media calendar, Leigh thought of innovative ways to use social media to attract new audiences. The bottom half of this page displays one of the posts from Leigh's #UOInstaTakeover.





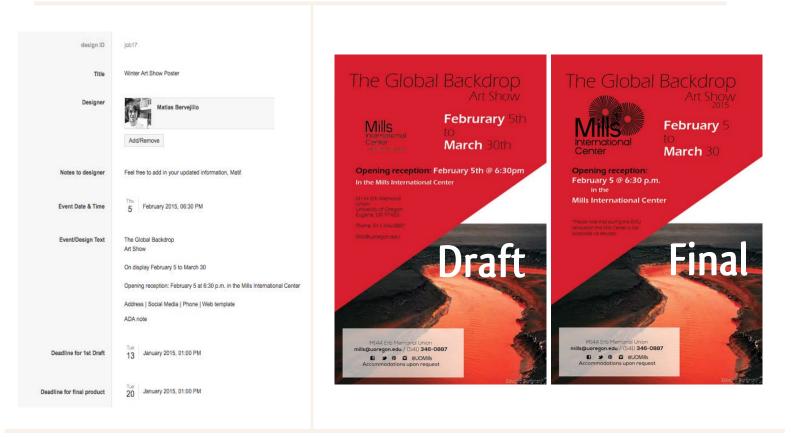
Highlights

+ increased average post engagement by seven times
+ engaged new and unique audiences
+ increased the Mills' audience from 200 to 14,000 followers during #UOInstaTakeover

Copy Editing



Leigh proofed all materials including poster, flyer, video and web content for the Mills. For efficiency sake, she introduced project management software, Podio. Leigh used Podio to create text and edit text as well as to make suggestions and corrections.



Helpful Guidelines:

1. Only use one "?", "?" or any type of punctuation in a row. We may be really excited, but it's easier to ask us all to remember to put one, instead of three.

 NO SMILEYS/EMOJIS: Let's keep our professional voice and leave emojis out.

3. Common things to remember:

-Quotes: punctuation goes inside parentheses/ John says, "I hate grammar."

-Capitalize: names, organizations, days of the week and most

places

-Date: Tuesday, July 18, 2014.

4. How to write times 4 p.m. or 4:30 a.m. / "from 4-6 p.m. today!"

Highlights

+ created stylistic guide for all print materials for consistency
+ created "boilerplate" for address, contact information and social media
+ edited text to match AP style when possible

8

Copy Editing



Leigh worked closely with the designers at the Mills to proof copy for text and stylistic errors. Due to the fact that Leigh worked in a multi-national and inter-cultural environment, projects followed strict regulations on wording, imagery and overall content.

	Sticker Sticker attached in print form print form
Bookmark attached in print form	Text Text Holai Holai Mile Circles
	Language Circles are led each Monday from 4-7 p.m. in the Mills International Center by native speakers who feature culturally friendly activities to improve learning and speaking skills. Spring 2015 schedule: 4-5 p.m. : English, French, German, Portuguese 5-6 p.m. : Arabic, Japanese, Spanish 6-7 p.m. : Mandarin, Russian Click on the image above for more information!
	World Poetry Night 2015 Public - Art - Hosted by UO Mills International Center Going # Image: Solution of the state of
	Oday at 5:00pm - 8:00pm Starts in about 4 hours - 60°F Overcast Image: Comparison of the com
	The Mills cordially invites you to attend our twelfth annual World Poetry Night! #WPN2015 will take place on May 13, 5-8 p.m. in the Knight Library Browsing room as platform for students, faculty, staff and community members to unite and share poetry in any language, including English. The event is free and open to the public. World Poetry Night will offer:
	Scheduled performances a buffet dinner an open mic for those wishing to share additional poetry A special thanks to those who submitted to perform — we hope to see you there! Scheduled # Schedu
	Questions or comments can be directed to mills@uoregon.edu 143 appaged #

Highlights

+ drafted text for five Resource Reel videos
+ edited over 15 sets of print materials
+ edited text to match AP style when possible