

# EMMA BRIGHTMAN

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## SUMMARY

Honors college graduate seeking career opportunities in communications. Offering strong writing skills, proven leadership, teaching abilities, public speaking capabilities, and a passion for travel. Willing to relocate.

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## EDUCATION

ANDERSON UNIVERSITY — Honors College  
**Bachelors of English**  
Creative Writing  
Writing & Digital Studies

ANDERSON, SC  
May 2025  
  
GPA: 4.0

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## SKILLS

Visual Design and Theory  
Multitasking

Attention to Detail

Social Media Management

Public Speaking

Writing on a Deadline

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## RELEVANT EXPERIENCE

JOHN CRAIG CLOTHIER  
**Sales Assistant**

Winter Park, FL  
November 2025 – Present

- Greet clients, receive phone calls, complete item transfers, run errands, and check in alterations.
- Maintain the professional appearance and stock of the store for 6-8 hours a day.
- Fold, steam, and iron a variety of high-quality garments such as dress shirts, trousers, and jeans.

ORANGEWOOD CHRISTIAN SCHOOL  
**Aftercare Staff**

Maitland, FL  
September 2025 – November 2025

- Supervised groups of up to 50 children during indoor or outdoor activities.
- Facilitated secure check-in and check-out of all registered aftercare students.
- Walked each child to their individual car during carline and ensured their safety in the street.

IVY LEAVES JOURNAL  
**Editor-in-Chief**

Anderson, SC  
January 2025 – May 2025

- Led the 11-person literature team in the order of accepted submissions and the schedule of release.
- Communicated with the *Ivy Leaves* art team concerning deadlines and transfer of materials.
- Worked collaboratively to decide which literary submissions would appear in the 100th edition.

ORANGEWOOD CHRISTIAN SCHOOL  
**Summer Camp Staff**

Maitland, FL  
June 2022 – June 2025

- Designed lesson plans and led five summer camp week-long programs ranging from 4-18 kids.
- Supervised groups of over 100 children during recreational camp activities.
- Assistant-taught over 20 summer camps per camp season.

THE TUTORING CENTER

Anderson, SC

**Assistant Instructor**

January 2023 – January 2025

- Tutored 5-12 elementary and middle-grade students per day in reading, writing, and math.
  - Held students to a standard of excellence by thoroughly checking every page of completed work.
  - Completed paperwork for students in need of new materials, parent meetings, or progress testing.
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## OTHER EXPERIENCE

HOME INSTEAD

Anderson, SC

**Caregiver**

January 2025 – May 2025

- Assisted one senior citizen at a time with errands, personal care, meal prep, and medication reminders.
- Logged any changes or activities in the client's care journal.
- Maintained contact with the franchise office to report any needs or events.

ANDERSON UNIVERSITY CENTER FOR STUDENT SUCCESS

Anderson, SC

**Student Success Coach**

August 2022 – December 2022

- Conducted weekly one-on-one meetings with first-semester college freshmen to discuss study habits.
- Kept a log of students' needs, progress, and weekly goals.
- Suggested healthy study habits and personalized ideas for educational and social growth.

**Further unlisted job experience can be found on my LinkedIn profile linked at the top of the document.**

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## AWARDS

- **The Lawrence and Pansy Webb Excellence in Writing Award, Fiction Prize, Second Place** April 2025  
Earned for "Apostasy," a fictional short story published in the 100th edition of the *Ivy Leaves Journal of Literature and Art*. This award was judged and chosen by Anderson University faculty from the English and Communication departments.
  - **Creative Writing Award; Upper Division** April 2025  
The Foothills Writers Guild issues a Creative Writing Award to one underclassman creative writing student and one upperclassman creative writing student at Anderson University each year.
  - **Creative Writing Award; Lower Division** April 2023  
The Foothills Writers Guild issues a Creative Writing Award to one underclassman creative writing student and one upperclassman creative writing student at Anderson University each year.
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## PUBLICATIONS

**April 2025, *Ivy Leaves Journal* Vol. 100**

Title	Genre
▪ "Forever?"	Creative Nonfiction
▪ "Apostasy"	Realistic Fiction
▪ "Gradually"	Haiku Poetry

**April 2024, *Ivy Leaves Journal* Vol. 99**

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|---------------------------|---------------------|
| ▪ "Pink and Golden Years" | Creative Nonfiction |
| ▪ "To Rain"               | Sonnet Poetry       |

**April 2022, *Ivy Leaves Journal* Vol. 97**

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|----------------------|-------------------|
| ▪ "Twenty-One Years" | Realistic Fiction |
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