

Eliza Randolph Costas

3923 Benton St NW • Washington, D. C. 20007 • elizacostas@ gmail. com • (804) 387- 9587

EDUCATION

University of Virginia, Charlottesville, VA

B.A., Media Studies and American Studies. GPA: 3.64, May 2017

University of Virginia Hispanic Studies Program, Valencia, Spain, Summer 2014

St. Catherine's School, Richmond, VA, May 2017

EXPERIENCE

THE ASPEN INSTITUTE, *Digital Projects Associate*, Washington, DC, October 2017 - Present

- Construct and maintain 500+ web pages for the Aspen Ideas Festival's video content using Drupal and HTML
- Manage the development and launch of the mobile app for Aspen Institute events
- Edit short-form video content using Premiere Pro
- Administer the Google Analytics account to track website traffic for the main Aspen Institute website

THE ASPEN INSTITUTE, *Editorial Assistant*, Aspen, CO, May 2016 - August 2016 and May 2017-September 2017 (*Previous: Editorial Intern*)

- Wrote editorial content for the website, blog, and social media channels
- Interviewed guests, wrote scripts, and edited audio in Audition for the *Aspen Ideas to Go* podcast Supported the launch of the Ideas Festival mobile app and provided customer service to 5,000+ attendees

TOM TOM FOUNDERS FESTIVAL, *Marketing Intern*, Charlottesville, VA, February 2016 - May 2017

- Wrote press releases and contacted publications for Festival ad content
- Boosted social media strategy, nearly doubling Festival attendance from 2016 to 2017
- Managed Tom Tom's \$10,000 Google Ad Grant to target specific audiences

WUVA, *Online Contributor*, Charlottesville, VA, January 2015 - October 2015

- Wrote weekly articles on sporting events and community news for UVA's news platform

MOOSE HEAD RANCH, *Crew Member*, Jackson Hole, WY, May 2015 - August 2015

- Selected for a 13-member guest services crew
- Worked to prepare meals, cabins, and common areas during an intense 6am-9pm schedule

COMMUNITY ENGAGEMENT

WXTJ Charlottesville, *Co-host*, Charlottesville, VA, September 2016 - May 2017

Kappa Alpha Theta, *Philanthropy Chair*, Charlottesville, VA, January 2016 - May 2017

Madison House, *Big Siblings Program*, Charlottesville, VA, September 2014 - May 2017

University of Virginia Women's Club Lacrosse, Charlottesville, VA, September 2013 - May 2017

ADDITIONAL SKILLS

Wordpress, Drupal, HTML, Google Analytics, Microsoft Office, Audition, Photoshop, Premiere Pro, inDesign, Final Cut Pro, iContact, Eventbrite, Wufoo, Linvio, Social Media