

# CHARLI RENKEN

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📍 Chicago, IL

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Writer and Media Specialist

## WORK EXPERIENCE

Chicago Reader  
2023 - 2025

### **Social Media Engagement Associate and Staff Writer**

I managed the publication's social media accounts, designing graphics, writing copy, and utilizing best practices to drive reader engagement and click-through rates using Sprout Social, Canva, Google Analytics, and other tools. I also wrote articles and a monthly column, covering the local performing arts scene and other topics.

Self Employed  
2014 - Present

### **Freelance Writer and Content Creator**

I've held a variety of freelance roles over the past decade: copywriter, journalist, social media manager, graphic designer, live performance producer, etc. I'm known for my excellent work ethic, positive attitude, and high engagement results.

Built In  
2021 - 2022

### **News Reporter**

I wrote 2-3 breaking news stories (500-100 words) per day and ten quarterly features (1000-2000 words) about venture capital and the tech industry, optimizing articles for SEO and promoting on social media.

Fandom Forward  
2018 - 2021

### **Resource Coordinator and Writer**

I wrote curriculum for fan activism toolkits (50-70 pages) and Medium articles (500-1000 words) on assignment and was promoted to Coordinator after a year where I was a project manager and editor for the resource program.

Secret Media  
Network/Fever  
2019-2020

### **Secret Chicago Editor in Chief**

I was the founding editor of Secret Media Network's Chicago publication. I helped launch the new market, managed our editorial calendar, wrote most of the publications' articles, created sponsored content, and ran all social media accounts, growing the publication's following to 86K with a 1.5-2M reach in just six months.

## EDUCATION

Santa Fe University  
of Art and Design  
2014-2017

### **Bachelors of Arts in Creative Writing and Literature**

I graduated a semester early with a 3.89 GPA.

## SKILLS

### **Personal**

Organizational Skills  
Time Management  
Empathetic Listening  
Critical Thinking  
Clear Communication  
Leadership

### **Professional**

Wordpress  
Copywriting  
Digital Marketing  
Sprout Social, Buffer  
Graphic Design (Canva and Adobe InDesign)  
Content Creation