

CAROLINE GRASS

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EDUCATION

Ithaca College, Roy H. Park School of Communications

August 2021 – May 2025

B.A. Journalism, B.A. Legal Studies; 3.98 GPA; Honors minor

- Leadership Scholar, Phi Kappa Phi Honor Society, Oracle Honor Society member, Varsity Men's Rowing coxswain

EXPERIENCE

Digital Communications Fellow — *The Alaska Center*

September 2025 – Present

- Creates written and visual content and manages social media accounts for The Alaska Center, Trailside and AYEA
- Writes, edits, and publishes online blogs and newsletters

Freelance Journalist — *Independent*

December 2021 – August 2025

- Articles appearing in *The Ithaca Voice*, *FLX Libations*, *The American Gardener* and Sport Stories Press

Director of Underwriting — *91.7 WICB-FM*

May 2024 – May 2025

- Managed over \$6,000 in contracts between the radio station and local businesses
- Wrote, produced and scheduled underwriting announcements for the station, coordinated outreach with alumni

Newscaster, Podcast Correspondent, and DJ — *91.7 WICB-FM*

September 2021 – May 2025

- Pitched stories, wrote scripts, recorded and edited segments for *Ithaca Now* podcast; Samples: [1](#) [2](#)
- Researched, wrote and read live newscasts covering international, national and local stories
- DJ'd modern rock shifts, talked during set breaks, fielded listener phone calls and managed Zetta program

News Intern — *The Ithaca Voice*

June 2024 – August 2024

- General assignment reporter, wrote 16 articles covering Ithaca and Tompkins County
- Pitched, reported and wrote articles about government meetings, environment and business; Samples: [1](#) [2](#)

Development Intern — *Reporters Committee for Freedom of the Press*

June 2023 – August 2023

- Wrote and edited 10 persuasive concept notes detailing strategic initiatives and programs for funders
- Researched potential donors and created comprehensive reports on funders with aligned interests and goals of the Reporters Committee

Research Assistant — *Ithaca College Department of Journalism*

January 2023 – May 2023

- Assisted Allison Frisch, Assistant Professor of Journalism, on her research into the decline of local news and the increasing prevalence of news deserts in Central New York
- Compiled data about local news outlets in 29 counties, assessed journalistic pieces from 65 newspapers and worked collaboratively with the professor in addition to independent work

Communications Intern — *Chesapeake Bay Program*

May 2022 – August 2022

- Wrote 11 blog stories, 15 field guide pages, compiled and sent 12 newsletters, created 70 evergreen social media posts and a style guide for the Tips and How To's webpage
- Updated 277 field guides, 17 blogs and four How To pages; Samples: [1](#) [2](#)

News Staff Writer — *The Ithacan*

September 2021 – November 2022

- Pitched story ideas, reported, and wrote 17 stories, including four front page features; Samples: [1](#) [2](#)

AWARDS AND SKILLS

- Skilled in AP Style, WordPress, Every Action, Mailchimp and SEO analysis
- Audio and video editing with Davinci Resolve and Adobe Premiere Pro
- 2025 Faculty Award in the Department of Journalism, 2025 Outstanding Service Award for 91.7 WICB-FM
- 2023 SPJ Region One Finalist for [Best Feature](#), 2022 Park Student Writing Award [Best Journalistic Essay](#)