

KATRINA HELLMAN

CONTACT

kkhellman@icloud.com

(701) 527-9200

LinkedIn.com/in/Katrina-Hellman

KatrinaHellman.com

AWARD

TJADEN
SCHOLARSHIP
(TRMF) RECIPIENT
SUMMER 2024

Recognized for work
quality, leadership, and
character

CERTIFICATIONS

SOCIAL MEDIA
CERTIFIED (HubSpot
Academy)

SEP 2024 - OCT 2026

Skilled in applying
inbound social media
strategy

INTERCULTURAL
COMPETENCY &
DIVERSITY
ADVANCED BADGE
(Territorium HEIghten)
DEC 2024

Skilled in diversity and
intercultural
communication

REFERENCES
AVAILABLE UPON
REQUEST

EDUCATION

UNIVERSITY OF MARY; BISMARCK, ND

2022 - EXPECTED AUG 2025

BS in Communication: Media Production
Minor in Photography and Design

Participant of the University of Mary Rome Study Abroad Program
Dean's List honoree for Fall 2022, Spring & Fall 2023, Spring 2024

WORK EXPERIENCE

THEODORE ROOSEVELT MEDORA FOUNDATION

Junior Graphic Designer; Bismarck, ND

SEP 2024 - CURRENT

- Create intentionally designed pieces for the development team to raise funds and establish lasting relationships with donors
- Utilize Adobe Creative Cloud (InDesign, Illustrator, Photoshop) for graphic design and photo editing
- Exemplify teamwork and problem solve during long-term projects
- Serve as the lead on design projects
- Manage multiple design and photo projects concurrently and promptly
- Communicate with printing services

Marketing Design and Production Intern; Medora, ND

JUN 2024 - AUG 2024

- Designed purposeful marketing items (posters, table tents, banners, flyers, cards, signs, and more) following the company's brand guidelines
- Utilized Adobe Creative Cloud
- Communicated with other departments to understand their marketing needs
- Captured and edited photographs of people and various tourist experiences for social media and future projects
- Executed promotional ideas and strategies with the marketing team
- Served as the design leader of the quarterly newsletter
- Provided customer service while greeting and interacting with guests, scanning tickets, and working in concessions

UNIVERSITY OF MARY

Graduate Admissions Assistant; Bismarck, ND

OCT 2022 - APR 2024

- Conducted research to make reports, presentations, and posters

BASIN ELECTRIC POWER COOPERATIVE

Seasonal Records Office Clerk; Bismarck, ND

MAY 2023- SEP 2023

- Scanned physical files into computer software to digitalize records

ST. MARY'S CENTRAL HIGH SCHOOL

Tennis Coach; Bismarck, ND

APR 2023 - MAY 2023

- Taught tennis basics and coached players at matches