

# Tylar Weber

305 Smithfield Rd. Wallingford, PA  
19086  
Cell: 484-883-7353  
[tylarnicoleweber@gmail.com](mailto:tylarnicoleweber@gmail.com)  
Portfolio: <http://tylarweber.com/>

## EXPERIENCE

### Temple University

#### Strategic Marketing & Communications

Philadelphia, PA                      **June 2017 – Current**

##### *Project Coordinator*

- Served as project manager for multiple portfolio & as a liaison for campus partners
- Organized and ran meetings & conference calls
- Collaborated with team to produce ideas for projects
- Built production schedules to insure timely completion of projects
- Helped team meet deadlines by routing projects to portfolio managers for approval
- Created & organized budgets
- Completed administrative tasks to insure office runs more efficiently

### Connect by Night

Upper Darby, PA                      **September 2017 - Current**

##### *Volunteer*

- Helped cook and serve food for homeless staying at shelter
- Gave out clothes to men and women at shelter

### Multiple Sclerosis Society

Philadelphia, PA                      **July 2014 – September 2017**

##### *Volunteer*

- Communicated with potential race participants via phone calls
- Registered and directed people for the MS walk
- Took and published photographs of volunteers, individual race participants, and teams for 5 different MS walks

## LANGUAGE & SKILLS

- French: Intermediate – speaking, reading, & writing
- Leadership
- Public Speaking
- SLR/DSLR photography, printing & developing film
- WordPress
- Outlook
- Google+
- Adobe Suite
- HTML & CSS coding

## STUDY ABROAD

- American University of Rome  
**Summer 2015**
- Saint Joseph's University: New Zealand  
**Winter 2015**

## EDUCATION

### Saint Joseph's University

Philadelphia, PA                      **GPA 3.2**  
Bachelor of Arts in Communication Studies

*Continue onto next page*

## **Crimson and Grey**

Philadelphia, PA

**August 2014 – January 2017**

### *Editor*

- Attended bi-monthly meetings to discuss submissions
- Developed ideas for book layout
- Organized members when attending literary events
- Published my photographs in the literary magazine

## **Washington Media Institute**

**Hey Frase Podcast**

**May 2016 – August 2016**

Washington, DC

### *Video Producer*

- Managed social media sites such as Snapchat, Twitter, Facebook & YouTube
- Videotaped & recorded live show
- Edited video to provide segments on YouTube
- Published segments on Hey Frase's YouTube page

## **Plan Ahead Events**

Doylestown, PA

**April 2015 – June 2015**

### *Assistant*

- Constructed a website for 10K run by building registration page
- Created and promoted brand on social media platforms
- Assisted in administrative tasks to insure office runs more efficiently
- Attended team building seminars

## **Transfer Orientation**

Saint Joseph's University Office of Student Success

### *Leader*

**January 2015 – December 2016**

- Served as initial contact for transfer students by assisting them with acclimation to SJU
- Mentored students throughout orientation by attending events, answering questions, & giving campus tours

## **Maguire Scholars 6-Step to Success Leadership Program**

Philadelphia, PA

**October 2015 – April 2016**

### *Mentor*

- Mentored high school students
- Created curriculum to teach students integrity, discipline, and responsibility
- Helped nurture students' self-confidence by creating safe environment to learn in