

CHRISTINA ARCHER
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EDUCATION

Emory University

Bachelor of Arts in Media Studies

Atlanta, GA

May 2017

Roswell High School

High School Diploma

Roswell, Georgia

May 2013

EXPERIENCE

The Commercial Break, LLC

Podcast Producer & Editor

Atlanta, Georgia

November 2022 – Present

- Produced, mixed, and edited over 420 episodes, including producing and editing over 35 guest interviews, ensuring high-quality audio and content for a top 15 comedy podcast. Produced both live in-studio and remotely. Consistently scripted, recorded, and edited engaging show liners and advertisements, utilizing sound effects and music, developed unique titles and show notes, and maintained detailed records. Managed podcast production, distribution, ad integration, and content delivery.

To All The Rom Coms We've Loved Before

Podcast Co-Host, Producer, & Editor

Atlanta, Georgia

November 2018 – Present

- Researched, produced, edited, and hosted podcast episodes on 120+ different romantic comedies. Created engaging art for each episode. Cultivated an audience & corresponded with listeners through social channels.

MediaTina

Podcast Producer & Editor

Atlanta, Georgia

November 2021 – January 2023

- Produced, edited, and released podcasts for varying clients. Maintained positive and communicative relationships with individual clients, and managed multiple projects with differing timelines and client expectations.

Recreational Equipment, Incorporated

Shipping & Receiving Specialist

Alpharetta, Georgia

August 2021 – November 2023

- Maintained warehouse and logistics, including inventory movements, (blocked, negatives etc.), scanned and unloaded trucks, and evaluated and priced damaged inventory.

Pryor Fine Art

Executive Assistant & Social Media Manager

Atlanta, Georgia

June 2017 – November 2018

- Created, organized, and scheduled content across all social media platforms; traveled to artists' studios and created videos of their work; created and maintained reports and spreadsheets for business analytics; organized and maintained art studio.

Actor

Non-union

Atlanta, Georgia

January 2020 – January 2023

- Acted in various productions across Atlanta including film, television, and web series.

ADDITIONAL SKILLS

- Adobe Creative Cloud, Megaphone, Libsyn, Audacity, Rodecaster, ProTools, Airtable, Monday, Asana, studio set-up, guest coordination, interview research and prep, Microsoft Office Suite, Prezi, CeltX, Final Draft, iMovie, WordPress, Wix, Weebly, SquareSpace, acting and voiceover, social media, conversational spanish.