**Whitley Benham**

2630 NW 55th Pl.

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(918) 470-3699

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**EDUCATION Oklahoma State University**  Stillwater, OK

Bachelor of Science Journalism and Broadcasting: May 2012

Major: Public Relations and Strategic Communications

**EXPERIENCE Richard Hess & Associates** Oklahoma City, OK

Administrative Assistant &*Event Planning: Contract, June 2012-September 2012*

* Planned events for the Oklahoma Propane Gas Association’s annual convention
* Administrative assistant duties including invoicing, filing, and cold calling
* Conducted research on environmental safety measures for homebuilders

**Lisa Faulkner-Dunne & Associates Public Relations** Dallas, Texas

*Special Projects Intern, August 2011-November 2011*

* Promoted Dunkin’ Donuts DFW through social media efforts
* Coordinated Community Relations events in the DFW area
* Organized and delivered surprise Dunkin’ Donuts deliveries to area police and fire stations

**Cowboy Creative University Advertising** Stillwater, OK

*Public Relations & Promotions, August 2010-December 2010*

* Developed “Branching Out” campaign & plans book to increase membership for OSU University Club
* Created events to attract target audience consisting of alumni and faculty
* Implemented Public Relations plans for two budget options

**U.S. Senate: Office of Senator Tom Coburn, M.D.** Washington, D.C.

*Congressional Intern, Summer 2010*

* Reviewed proposed legislation
* Handled constituent requests and complaints
* Conducted tours of U.S. Capitol

**T. Boone Pickens Town Hall Meeting** Stillwater, OK

*Public Relations Team, Fall 2009*

* Organized a strategic public relations campaign that brought in 5,008 people
* Advertised event to community by radio announcements and business visits
* Promoted the town hall meeting by organizing team members to do in-person announcements

**ACTIVITIES Public Relations Student Society of America**

**Pi Beta Phi National Fraternity**, *Alumnae Relations Committee Head*

* Coordinated events for alumnae to partake in large celebration events

**Pi Beta Phi National Fraternity**, *Membership Assistant*

* Planned a successful recruitment with a team

**Orange Peel**, *Philanthropy Committee*

* Collaborated with local businesses to promote Orange Peel

**Camp Cowboy**, *Counselor*

* Facilitated incoming freshman with their transition to college

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**REFERENCES**

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Richard Hess

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