

# Ryan Schwertfeger

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Ryan is an energetic, passionate and creative individual whose tireless work ethic, organization skills, and track record of civic achievement and involvement lead him to want to succeed for the benefit of all.

## Education

- **Waynesburg University – Waynesburg, PA, 3.51 GPA, Cum Laude** **Class of 2017**  
*Communications (Electronic Media) major, Political Science minor*
  - Selected as one of seven Class of 2017 scholars to the Stover Center for Constitutional Studies and Moral Leadership

## Work Experience

- **Communications Analyst – Borough of Roseland, NJ** **October 2019 – Present**
  - Writes press releases, creates fliers for community events, updates Borough website and social media, writes Borough announcements, point person with media outlets, advises Borough on changes to better their town-wide communications
- **Call Center Agent at Dial America Marketing** **March 2018 – September 2019**
- **Waynesburg University Community Television (WCTV)** **September 2013 – April 2017**
  - Directed, organized, and hosted a live 3.5 hour long special on Election Day Eve in 2016
  - Served as a panelist/host for current events/political discussion show, “The Waynesburg Effect,” from sophomore through senior years; the program won an Award of Distinction from The Communicator Awards
  - Served as a weekly news and weather anchor on “Channel 14 News” from freshman through junior years
- **Waynesburg University Student Senate** **September 2013 – April 2017**
  - Elected to the position of Student Senate President for the 2016-2017 academic year, Student Senate Secretary for the 2015-2016 academic year, and a class senator for the 2013-2014 and 2014-2015 academic years.
- **Production Intern for XtremeMEDIA, LLC & Kevin McCullough** **May 2016 – August 2016**
  - Assisted during broadcasts of “Radio Night Live” editing video and audio clips using Adobe Premiere Pro to cut program into individual clips of interest and a highlight reel; pieced interview clips from the show together into single cohesive recordings

## Community Leadership, Involvement & Volunteerism

- **Chairman of the Oakland Communications Commission** **June 2017-Present**
  - Approved by Mayor & Council in 2017 to serve on Borough Commission that manages Oakland’s public access television station, Borough newsletter, website, and social media accounts.
  - Leads meetings, recruits new volunteers, meets weekly with Borough officials, plans and executes upgrades for the Commission and the various subcommittees under the Commission
  - Upgraded the Borough television channel’s appearance, revamped the Borough newsletter, created a Junior Commission member position, created a meeting and working space for volunteers, working with Borough to create a town calendar
  - Was unanimously chosen by the Commission to serve as its Chairman in 2018 and 2019
- **Project Leader & Advocate for Local Dog Park ([www.dogpark4oaklandnj.org](http://www.dogpark4oaklandnj.org))** **March 2009- Present**
  - Started grassroots movement as an eighth-grader and specifically in last several years, has planned, organized, worked with local government, a local non-profit, area businesses, a fundraising committee and local organizations - fundraising approximately \$34,000 in cash and \$29,000 in pledged labor donations since 2017 to build a dog park in Oakland Borough.
- **Founded Public Opinion Polls for Oakland, NJ ([www.oaklandnjpolls.webs.com](http://www.oaklandnjpolls.webs.com))** **July 2010- June 2013**
  - Conducted, analyzed and published data on local issues and interviewed local candidates, posting the videos onto YouTube

## Skills

- Experienced with **Microsoft Office Suite, Apple Pages, Constant Contact**, and some experience with programs within the **Adobe Creative Cloud Suite**.
- Familiar with both **PCs** and **Mac** and has a proven capacity to learn professional technologies quickly and use them effectively
- **Proven leader**, strong in **public speaking, organized, goal-oriented individual**, keen at **time management, persistent** and **dedicated** in **getting goals accomplished, collaborative problem solver**

**References Available Upon Request**