

# MADELYN ROWLEY

mrowley@unc.edu  
+1 702-613-8625  
www.linkedin.com/in/madelynrowley

## EDUCATION

**University of North Carolina at Chapel Hill** – Chapel Hill, NC  
Bachelor of Arts in Media & Journalism, second major in Political Science.  
GPA: 3.98 out of 4.0, Dean's List

Expected May 2027

## WRITING, EDITING, & MANAGEMENT EXPERIENCE

**The Daily Tar Heel** – Chapel Hill, NC

Jan 2024 – Present

*Assistant Editor & Editorial Board Member*

- Edit every piece slated for publishing on the Opinion desk (up to 25/week); edits target grammar, flow, style, clarity, structure and adherence to newsroom standards
- Conduct 3x/week in-person meetings with 40 staffers and 8 Editorial Board members to vet suggested content and approve, revise or turn down pitches
- Utilize CEO daily to upload pieces to newsroom website, write SEO headlines and create column tags for increased searchability and accessibility
- Select for publication and edit external submissions for clarity and style (op-eds and Letters to the Editor)
- Collaborate in daily meetings with 30+ desk editors to schedule art attachments, proof print editions and review newsroom schedule
- Authored over 25 time-sensitive, researched columns, each of which are regularly receive over 1.5K social media interactions (typically the most-read content on the desk for the week)

**UNC Eshelman School of Pharmacy** – Chapel Hill, NC

Aug 2023 – Present

*Administrative Assistant*

- Regularly review and revise team files (including faculty letters for grant approval and national contacts at other pharmacy institutions) to ensure up-to-date accuracy
- Utilize Adobe Creative Cloud and Canva to frequently design content for distribution or presentation (including branded merchandise, decks for executive meetings, and student & faculty event flyers)
- Redesigned the office's resource tracking system in Qualtrics to simplify user experience

**Hacked Off** – London, England

Jan 2025 – May 2025

*Journalism Intern & Special Projects Team*

- Managed the creation of biweekly articles & press releases on media corruption and abuse, including planning, interviewing, drafting, editing and publishing to site
- Wrote abstracts and subtitles on incoming pieces to inform and engage audiences about article topics
- Edited biweekly newsletter (with a 50K+ following) for grammar and clarity under U.K. conventions
- Represented the goals of the campaign in meetings with Parliamentary reps., Lords, journalists, & activists
- Utilized Adobe Creative Cloud to modernize article banners, social media infographics & podcast cover art

**Eighth Judicial District Court** – Las Vegas, NV

Summer 2025

*Judicial Extern*

- Prepared annual permanency & case-closure orders for adoptions and guardianship cases via the utilization of courtroom footage and written record
- Aided the law clerk team during onboarding season to complete clerking tasks during hiring gaps

**SKILLS:** Adobe Suite, Microsoft Office, AP Style, Brevo, Webflow, CEO, WordPress, Qualtrics, Canva, Padlet, CSS, HTML

**AWARDS:** Honors Carolina (Highly competitive academic program admitting 10% of each incoming class), Honors London Study Abroad, Rogers Foundation Scholarship Recipient; \$40,000