

ELIZABETH "LIBBY" CATHEY

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EDUCATION

New York University

Graduation: May 2015

B.A. Gallatin School of Individualized Study. GPA: 3.92.

Concentration: *Performance Journalism and Entertainment Production*

New York University in Accra, Ghana

Summer 2014

Coursework: Intensive International Reporting

New York University in Florence, Italy

Spring 2013

Coursework: Art History and Italian Culture

EXPERIENCE

NBC Universal, The Tonight Show Starring Jimmy Fallon, Talent Intern, New York, NY

Aug 2014 to Jan 2014

- Interned under Jimmy Fallon's personal assistant, managed talent's personal inventory, logged gifts, and archived show materials.
- Pitched human-interest stories, ushered guests in-studio, served as a stand-in for show rehearsals, and fulfilled office runs.
- Special Projects: "Fallonventors" segment, "Ew" music video shoot with will.i.am.

NBC Universal, TODAY Show, Production Intern, New York, NY

Sept 2013 to Dec 2013

- Served daily production team, ran scripts, logged and dubbed tape, researched stories, and tracked changes to control room.
- Managed live green room with NBC Page, greeted guests, booked cars, and helped coordinate Rockefeller Plaza audience.
- Special Projects: MOS interview for Kathie Lee & Hoda, Miley Cyrus concert, Macy's Thanksgiving Day Parade.

SiriusXM Satellite Radio, Covino and Rich Show, Production Intern, New York, NY

Sept 2012 to Dec 2012

- Produced "Sorority Scoop," a weekly investigative piece, which interviewed college women in NY about relationships.
- Assisted under EP, composed talking points, pulled fuller media, screened phone calls, and coordinated with studio guests.
- Live-tweeted show, blogged daily recap, promoted C&R campaigns and events, and provided show a female perspective on-air.

ABC News, KATV Channel 7, Newsroom Intern, Little Rock, AR (Market 56)

June 2012 to Aug 2012

- Shadowed reporters, conducted research, shot B-Roll, contacted subjects prior to shooting, and pre-interviewed on location.
- Confirmed facts, edited scripts, printed run downs, ran teleprompter, and expanded KATV's social media presence.

LEADERSHIP ROLES

Delta Phi Epsilon Alpha Chapter, President

Jan 2014 to May 2015

- Set the agenda and presided over weekly executive board and chapter meetings with over 160 members.
- Led participation in campus-wide events including Recruitment, Greek Week, Alumnae Day, Anti-Hazing Week, and Relay for Life.
- Founded annual "Two Horns" Leadership Workshop, which networks over 20 DPhiE chapters in the tristate area.

Alternative Breaks Program, Site Leader

Sept 2014 to May 2015

- Selected from top 5% of applicants to improve education and English literacy in Dominican Republic schools.
- Executed orientation, training, and fundraising efforts to lead an education awareness service trip for twelve NYU students.

New York Dance Marathon, Hospitality & Catering Chair

Jan 2014 to Nov 2014

- Coordinated donations of 30+ corporate sponsors to cater event of 600+ guests, benefitting The Andrew McDonough B+ Foundation.
- Co-founded "For the Kids Fridays" where local restaurants donate a daily percentage of profits to NYDM.

WNYU Radio & NYU Tonight TV, News Broadcaster

Sept 2012 to May 2014

- Wrote and broadcasted weekly newscasts reporting top international, national, and NYU local stories of the day.

ACHIEVEMENTS

Dean's List Academic Honors (*Summa Cum Laude*)

all semesters

NYU President's Service Award

2015

NYU Sorority Woman of the Year

2015

Order of Omega, Greek Academic Honor Society

2014

OOO Achievement in Professional Development Award

2014

Delta Phi Epsilon International Convention: Leadership Panelist

2014

NYU Summer Conference: Diversity Initiative Presenter

2014

SKILLS

- Advanced: Adobe Premiere & Audition; MS Office, Apple, and Google applications; Wordpress; social media and networking sites
- Proficient: Final Cut Pro, AVID Interplay & Assist; Pro Tools; ENPS, iNews, CNN NewsSource
- Interests: international travel, competitive storytelling, public speaking, photography, art history, fashion