



# Maddy Grimm



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## Experience

### WBGU-FM, Bowling Green State University

January 2017-Present

#### General Manager//Production Director// On-Air DJ

- 🎧 Oversees Executive and General Staff, station maintenance, recruitment, marketing, hiring, and policy.
- 🎧 Writes, records, and edits on-air promos for WBGU programming and BGSU related events using Pro Tools
- 🎧 Maintains ENCO automation system for WBGU and Falcon Radio
- 🎧 Uploads promos, PSAs and additional content into the ENCO system to be aired on WBGU
- 🎧 Co-host and creator of the radio show, "Indiescovered," which features the latest indie music with artist interviews and performances
- 🎧 Previously hosted and creator of "Cinema Tunes," which featured notable film/TV soundtracks and up and upcoming indie artists.

### Media Production and Studies Department, Bowling Green State University

August 2017- Present

#### Audio Production Intern

- 🎧 Monitors recording sessions for BGSU students
- 🎧 Organizes and maintains recording studio and equipment

### Perception Multimedia, Middleburg Heights Ohio

May 2017-August 2017

#### Intern/Account Representative

- 🎧 Assisted with photo and video shoots on location and in the studio
- 🎧 Edited video content and monitored social media accounts, creating weekly posts for clients
- 🎧 Conducted sales research/calls and created a sales monitoring system

### Roots Music Club, Bowling Green State University

December 2016- May 2017

#### 2016-2017 Album Producer

- 🎧 Scheduled and planned recording session times with artists and studio engineers
- 🎧 Helped establish songs to be performed on the album with each performer
- 🎧 Organized and handled fundraising efforts to fund the album process
- 🎧 Ordered and designed physical copies of the album to be distributed
- 🎧 Facilitated marketing efforts through social media and radio appearances for the album release

## Education

### Bowling Green State University//Bowling Green, Ohio

May 2019

#### Pursuing a Bachelor of Arts Degree in Media Production & Studies//Media Business //Minor in Music Industry

- 🎧 4.0 GPA; Deans List, Fall 2015- Present; Honors College Student pursuing an Honors Degree
- 🎧 Awarded three scholarships: Renewable Freshmen Academic Scholarship and WBGU Production Director Scholarship and Radio Talent Award Scholarship

## Skills

- 🎧 Event planning and Scheduling
- 🎧 Audio Production & Audio Expertise
- 🎧 FCC Certified, Radio Broadcasting
- 🎧 Basic Camera Operation and Video Production
- 🎧 Social Media
- 🎧 Knowledgeable of ENCO, Pro Tools, Adobe Premiere Pro, Audacity, and MS Office Suite
- 🎧 Organized and Committed