



Kaely Hart Linker
410.507.7810 · kaely.linker@gmail.com

2010–present:

Development Communications Manager

Pregnancy Clinic Ministry, Annapolis, MD

Development

Facilitated and cultivated donor relationships

Planned, filmed, and edited video testimonials & trainings

Collaborated to design and develop key training manuals

Wrote content for web and print media, including speeches from 2 minutes to over an hour

Communications

Designed graphics for print and web

Planned, designed, built, and maintained all websites

Coordinated and created content for all social media channels

Designed and Developed Email campaigns for a list of 5,000+

Manager

Trained and mentored new team members and interns

Pulled and assessed KPIs for clients and media channels

Liased with and managed vendors for IT and print

Coordinated and managed volunteers at events

2008–present:

Creative Generalist

Freelance, Pasadena, MD

Graphic Design, Web Design, and Social Media: branding, print and digital media, email management

2007–2011:

Baltimore Program Coordinator

Partners In Care, Severna Park, MD

Design of marketing materials including brochures, posters, and story telling blog for members

Develop and Manage new programs as well as recruitment, intake, and continuing care of membership, volunteers, and community organizations.

2005–2007:

Owner, Proprietor of Severna Perk Coffee Shop, Severna Park, MD

2004–2007:

Research Assistant, Maryland Catholic Conference, Annapolis, MD

Proficiencies

Microsoft Office Suite, Adobe Creative Suite, WordPress, DotNetNuke, HTML & CSS, Email Marketing software (Constant Contact, MyEmma), Filmora (video editing), WayCool Donor Database software, Hootsuite & other major social media platforms

Education

2009 Bachelor of Arts in Government and Public Policy - University of Baltimore, Baltimore City, MD

2006 Associates of Liberal Arts in General Studies - Anne Arundel Community College, Arnold, MD