

# Damita M. Menezes

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## EDUCATION

**MS in Journalism** | 2022 - 2023 | Northwestern University  
Specialization in Video & Broadcast

**BA in Journalism** | 2017 - 2021 | DePaul University  
Minor in Digital Cinema

## SKILLS

- Adobe Premiere Pro, Adobe Audition, Protools, ENPS, Daybook, Bitcentral, WordPress, SocialFlow, PACER
- TV news writing and production
- Audio production
- News, politics, government and investigative reporting

## EXPERIENCE

### Digital Content Producer | NewsNation (Sep 2023 – Present)

- Write breaking news stories while adhering to SEO.
- Convert broadcast interview segments into stories.
- Clip broadcast segments for digital platforms including YouTube.
- Pitch day-to-day stories.
- Conduct interviews.

### Investigative/Specials Intern | CNBC (Jun 2023 – Aug 2023)

- Searched for sources and created backgrounders.
- Logged footage, conducted pre-interviews, and summarized legal documents.
- Simultaneously juggled researching and backgrounding multiple stories.
- Used Stratus, PACER, and iNews for research, data analysis, and managing news content.
- Conducted thorough fact-checking to ensure accurate and reliable information presented in investigative reports.

### Producer & Reporter | Chicago Access Network Television – Ch 21 (Apr 2023 – Jun 2023)

- Recorded, produced, and edited [10 shows](#).
- Worked with a team of 15 reporters to craft the show.

### Podcast Producer | Americaneagle.com Studios (Jun 2021 – Jun 2022)

- Produced and edited podcasts distributed by the company such as Roe Conn and Richard Roeper's [Screen Time with Roe & Roeper](#) and [Butkus Beyond the Line](#).
- Established a partner-client-based podcasting business model.
- Coordinated social postings and publishing as well as contributed to the blog.

### Consumer Investigative Intern | WLS TV – ABC 7 Chicago (Jun 2021 – Jan 2022)

- Responded to viewers who needed help or felt as though they had been ripped off or wronged.
- Alerted viewers to data and privacy concerns and found stories that had broad warnings, which can help improve people's everyday lives. Set up and logged interviews.
- Looked into stories through research and the use of FOIA to uncover wrongdoing and problems which affect consumer's pocketbooks.

### Production Assistant to Carol Marin | Centre for Journalism Integrity & Excellence (Sep 2020 – Apr 2021)

- Provided questions, research and rehearsal work for the US Senate [candidate forum](#) that aired on NBC5 featuring all five candidates on the November 3rd ballot including Senator Dick Durbin.
- I was also part of a production team for a [story](#) that aired on WTTW11 Chicago PBS. Collaboratively reported, shot and edited the news package.

### General Manager | Radio DePaul (Aug 2020 – Jun 2021)

- Managed all communication and daily operations of the station.
- Hired and trained new members of the station and supervised other managers.
- Managed the website and acted as editor-in-chief for the station blog. Wrote the biweekly newsletter summarizing and featured all station publishing.
- Submitted station material for local and national college radio awards and won 10 nominations.
- Supervised station social media accounts.

### Multimedia Producer | DePaul Finance Department (Apr 2019 – Mar 2021)

- Founded, produced and hosted the podcast [Stuff You Should Know About Finance](#) featuring industry professionals and students, available on Spotify and Apple podcasts.
- Produced any social media video and audio content.
- Wrote articles for the blog.

### Anchor, Reporter, Producer | Good Day DePaul (Sep 2020 – Jun 2021)

- Researched, wrote, shot and edited packages and newscasts weekly to be aired on DePaul's TV news program.

### News Director | Radio DePaul (Sep 2018 – Aug 2019)

- Managed the news team — consisting of 20 newscasters — for Pocket News (a 20-minute news show at noon and 5 pm on weekdays).
- Recruited, interviewed, trained and scheduled students to write scripts, use the studio board, collaborate to produce news packages and represent Radio DePaul news.