

Emma Heineman

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EXPERIENCE

Hunter College Office of Education Abroad

Program Coordinator | July 2022 – Present

New York, New York

- Lead design and development of marketing materials across digital and print platforms, including flyers, presentations, and social media graphics
- Develop and implement marketing strategies to increase student participation in study abroad programs and scholarships
- Collaborate with cross-campus teams (faculty, advisors, and external partners) to create cohesive program messaging and improve student recruitment

Freelance Graphic Designer (Volunteer)

2024 – Present

New York, New York

- Design branding and visual assets for community-based and nonprofit initiatives, including logos, social media graphics, print materials, and brand guidelines
- Collaborate with clients to translate ideas into effective visual designs
- Present design concepts and iterate based on feedback
- Balance multiple projects with quick turnaround times while maintaining high design quality

Hunter College Office of Prestigious Scholarships and Fellowships

Scholarship Coordinator | July 2022 – July 2025

New York, New York

- Coordinated application cycles for competitive scholarships, including faculty committee management and applicant support
- Designed informational materials and presentations to guide students through complex application processes

The Current Newspaper

Section Editor | 2018 – 2021

Fort Lauderdale, FL

- Edited and prepared articles for publication
- Managed a team of writers and coordinated content production
- Conducted interviews and developed editorial content

EDUCATION

Nova Southeastern University

B.A. in Political Science and

International Studies | GPA: 3.95

2018 - 2022

Fort Lauderdale, FL

Universitat Autònoma de Barcelona

Spring 2022

Barcelona, Spain

Coursework in art history
and Spanish language

SKILLS

Adobe Creative Suite

Canva

Microsoft Office

Google Workspace

Claude Code

Branding & Visual Identity

Layout & Typography

Presentation Design

Communication

Organization

Spanish (High Intermediate)

INVOLVEMENT

61 Franklin Community Garden Member

April 2025 – Present

Greenpoint, Brooklyn

- Active member of planting, events, and compost committees, contributing to garden operations and community engagement initiatives
- Plan and execute community events to increase member participation and strengthen community involvement
- Design visual materials supporting composting initiatives