



HANNA J. WALLACE

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EDUCATION

Fuller Theological
December 2017

- **Masters in Divinity
with Culture A.O.E.**

Oklahoma State University
May 2013

- **B.S. in Marketing**
- **B.S. in Entrepreneurship**
- **Major in Spanish**



EXPERTISE

- **Work with Business Executives, Senior Leadership, and Professional Agencies**
(7 years)
- **Marketing**
(6 years)
- **Internal Communications**
(5 years)
- **Public Relations**
(6 years)
- **Writing/Editing**
(6 years)
- **Events Production**
(7 years)
- **Communication**
(6 years)
- **Project Management**
(7 years)

PROFESSIONAL EXPERIENCE

INTERNAL COMMUNICATIONS MANAGER

Pankow | February 2018 - Ongoing

📍 Los Angeles, CA
& San Francisco, CA

- Gained \$5.7 billion global renowned client by crafting the winning interview strategy and **confidently coaching team and C-level executive staff**. Strategy focused on gaining trust and the win led to a \$150 million project and additional concrete project.
- Diversified the company project profile by being awarded the organization's first project in new targeted market by creating the winning proposal. Worked with **senior leaders** and project team to create memorable graphics and **crisp written messages**. This newly added diversification created a safety net for the organization to use for any future economic downturn.
- Increased weekly employee engagement/communication by constructing **virtual and non-virtual events** such as All Hands meetings, strategizing internal/external digital content, and creating the video production process throughout regions as **producer**. The increase in events, content, and the quality of such has created new internal connections regionally.

PRODUCTION ASSISTANT - ENTERTAINMENT

📍 Los Angeles, CA

3 Doors Productions | June 2017 - Ongoing

On Camera Audiences | July 2016 - Ongoing

- Led 3000+ person crowds by coordinating and hosting audiences on major network shows e.g. America's Got Talent, The Price is Right, etc. This coordination kept the show timetable on schedule keeping the budget on track. This involved show-counts, managing teams and crowds while **advising show executives and team members** how to execute their goals.
- Selected as "Lead Audience Coordinator" and "Brand Identifier" for attention to detail and quick decisiveness during **fast-paced** production for shows. This aided the legality of the shows and prevented scrutiny.

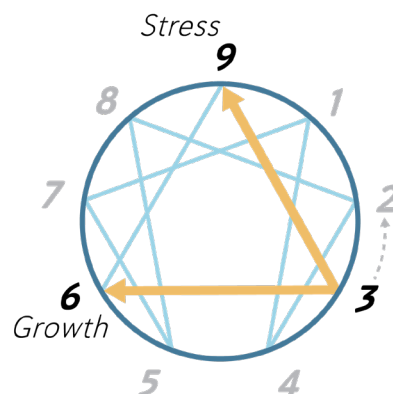


ENNEAGRAM

Three with Two Wing

The Achiever leaning towards the Helper

Success-Oriented, Adaptive,
Excelling and Driven





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TECHNICAL SKILLS

- Writing (PR, Crisis, Executive, Script)
- Social Media Platforms
- Public Speaking
- Event Planning
- Marketing
- Management
- Leadership
- Microsoft Office
- Customer Service
- Editing
- Video Production
- Adobe Suite
- Bilingual (Spanish)



AVOCATION

- Dance
- Horseback
- Camping
- Yoga
- Music Production
- Chi Omega
- Coffee Art

PROFESSIONAL EXPERIENCE

COMMUNICATIONS ASSISTANT (Graduate Internship)

📍 Pasadena, CA

Grace Pasadena | March 2016 - November 2016

- Engaged members by generating curriculum and **storytelling presentations**. The numbers in weekly attendance rose.

SOCIAL MEDIA COORDINATOR (Graduate Internship)

📍 Pasadena, CA

Fuller Youth Institute | October 2015 - February 2016

- Developed brand SEO initiatives, research of audience and analytics by collaborating and **working cross-functionally with partners** to understand data and needs from different departments and clients pertaining to **events** and products. This sprouted new events, conferences, and community.
- Grew total reach for various media pages by reporting specific content such as products, **events**, photos, videos, articles, news, etc.

MARKETING & PROJECT COORDINATOR (Internship)

📍 Greenwich, CT

Trinity | July 2013 - July 2015

- **Engaged community** by creating events with **strategic communication campaigns, collaborating with vendor partners and internal customers** to **produce** and **project manage events** including **AV, lighting, staging, location, budgeting**, etc. This led to more events being scheduled with increase in attendance as well as a shift from local to regional events.



LEADERSHIP & AWARDS

- **President** | Pankow +Impact Volunteer Committee
- **Founder** | Fuller's Coalition of Political Dialogue
- **Tulsa Area Recruitment Chair** | Chi Omega
- **Make-A-Wish Week Chair** | Chi Omega
- Oklahoma State University Dean's Honor Roll & President's Education Award
- OSU Academic Excellence Scholarship
- OSRHE Certificate of Outstanding Academic Performance



STRENGTH FINDER

1. **Futuristic** - energizes others by "what can be"
2. **Maximizer** - transforms strong to superb
3. **Achiever** - pushes towards milestones
4. **Empathy** - senses feelings
5. **Woo** - connects people
(interchanges with **Includer** - accepts others)

