

# Megan M. Crandall

## Education

BA, Anthropology, University of Maryland, College Park, MD - 2004  
3.9 GPA, Magna Cum Laude, Departmental Honors

MS, Agricultural Communication, University of Florida, Gainesville, FL - Anticipated May 2008  
4.0 GPA

## Skills

Adobe Creative Suite – Photoshop, Illustrator, InDesign, Acrobat  
Final Cut Pro  
Dreamweaver 8.0  
Graphic design  
Video editing and production  
Writing and editing in accordance with AP and APA styles for a variety of media

## Experience

March 2005-Present

Public Information Officer

Alachua County Fire Rescue, Gainesville, FL

- Respond to and manage media at countywide incidents requiring ACFR emergency services
- Establish and facilitate constructive, productive working relationships with local media representatives
- Write and release all departmental press releases and media advisories to local and regional media outlets
- Write, edit and design quarterly departmental newsletter
- Ensure ACFR receives appropriate, positive press coverage for departmental and personnel accomplishments
- Design wide variety of publications for print, including newsletters, brochures and annual reports

May 2004-September 2004

Archaeological Technician

National Park Service, Monocacy National Battlefield Park, Frederick, MD

- Provided on site technical support, including excavation, field survey and artifact curation and identification
- Inventoried, evaluated and protected newly excavated prehistoric and historic cultural resources

January 2003–May 2003 and September 2003-April 2004

Archaeology and Ethnography Program Editorial Intern

National Park Service, Washington, D.C.

- Wrote, edited and helped design web-based feature stories, one of which may be viewed at [www.cr.nps.gov/aad/robinson](http://www.cr.nps.gov/aad/robinson)
- Exhaustively researched additional historical and archaeological topics for future web feature production

June 2003-August 2003

Teaching Assistant

University of Maryland Archaeology in Annapolis Field School, College Park, MD

- Taught material culture classes and conducted archaeological tours for the public and city council
- Researched and developed lesson plans in historic ceramics, glass and metals
- Supervised student excavation, data gathering, analysis and written reporting at several archaeological sites

March 1999-December 1999

Marketing Services Coordinator

Atlas Companies, Inc., Des Moines, IA

- Proposed marketing strategies, created ad concepts and oversaw production of a wide variety of materials for promotional, direct mail and sales campaigns
- Exercised complete creative and production control over the bi-monthly company newsletter for international distribution
- Managed the company marketing mix and administered media contracts
- Designed and edited company literature, technical data sheets and product labels

January 1991-February 1999

Sergeant

United States Marine Corps

- Researched, wrote and edited news and feature articles and contributed supporting photography for various publications including *Marines*, *Leatherneck*, *Continental Marine* and *Marine Corps Gazette*
- Worked extensively with the annual Toys for Tots drives, providing media liaison and public affairs support
- Represented the Marine Corps with local communities, writing and delivering press releases and developed unit public affairs strategies
- Traveled internationally collecting news and supporting photography for print, television and radio

## References & Portfolio Provided Upon Request