



EMMA WHITE MONTALVO

ELECTION COMMUNICATIONS PROFESSIONAL

EDUCATION

**UNIV. OF ARKANSAS
LITTLE ROCK**
MA. Professional and
Technical Writing
2020-2023

**BRIGHAM YOUNG
UNIVERSITY -ID**
BA. Political Science
2015-2018

SKILLS

- Copy Writing
- Graphic Design
- Verbal Communication
- Project Management
- Web Design
- Team-leading
- Teaching
- Creative Thinking
- Proof Reading

CAPABILITIES

- VOTEWA (Admin)
- Canva Design
- Microsoft Office Suite
- Adobe Creative Cloud

EXPERIENCE

DIRECTOR OF GOVERNMENT AND PUBLIC AFFAIRS
2023 | Snohomish County-Camano Association of Realtors

- Manages SCCAR website and social media platforms: Facebook, Twitter, Instagram, LinkedIn
- Produces variety of written materials for both internal communications and public marketing
- Identifies and addresses communication needs and issues
- Proposes emerging tools and strategies to committees and boards
- Liaison for government representatives, electoral candidates, campaigns, the media, stakeholders, and the public

ELECTIONS AND VOTER OUTREACH SPECIALIST
2022-2023 | Snohomish County Elections Division

- Interacted with voters online and in person to build trust and provide non-partisan information about voting
- Drafted copy and content for internal communications, reports, brochures, and flyers
- Supported to Elections Manager and Auditor in drafting external communications such as press releases
- Worked with the media as needed
- Supported events as an expert speaker at facility tours, high school visits, and local speaking engagements
- Managed and updated the internal SnoCo Elections Sharepoint site

COMPOSITION- GRADUATE TEACHING ASSISTANT
2022-2023 | University of Arkansas Little Rock

- Teleworked in a fast-paced environment
- Taught college students of diverse demographics and communication skills in creative and academic composition
- Managed time and projects wisely in teaching concurrent courses (while also a part time student and a full time external employee)



425-263-7380



EmmaWhiteMontalvo@outlook.com



5111 110th St SE Everett, WA 98208