

CARA SHILLENN

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Broadcast Work Experience

Axios Media, Arlington, VA

April 2020 - January 2021

- Assisted in the creation and launch of the daily news podcast *Axios Today*
- Secured tens of thousands of downloads per episode and peaked in the top ten shows on Apple Podcasts within six months of launch
- Researched and pitched at least three stories per day, with topics ranging from domestic and international politics, science, race relations, business and more
- Prepped approved interview topics, including scripting segment intros, writing host questions and noting important background information
- Booked relevant guests from within the Axios newsroom and other outside organizations
- Produced remote interviews over zoom, ensuring that guests followed appropriate recording procedure to ensure the best audio quality possible
- Synced host and guest audio in Pro Tools and cut interviews for time and content in Descript
- Designed the overall sound of each segment by adding relevant archival audio and music

Radio America Network, Arlington, VA

November 2014 - April 2020

- Producer/Board-Op/Co-Host for nationally-syndicated radio programs with over 300 affiliates, including *On Air with Doug, Jen and Victoria*, *The Chad Benson Show*, *The American Family Farmer* and *Good Day Health*
- Recorded, edited and mixed audio under tight deadline pressure
- Recorded voice-overs for podcasts, promos and national spots
- Engineered daily remote broadcasts with multiple hosts and guests using Comrex Access and ISDN
- Monitored on-air programming to maintain high-quality broadcast standards, worked with daily operations logs and reliably executed production and distribution of live broadcasts
- Generated story and interview ideas, conducted background research and pre-interviews, drafted scripts and produced accompanying digital content for social media
- Booked guests in the worlds of entertainment, the arts, health, technology and sports

NPR Library, Washington, DC (Internship)

June 2014 – August 2014

- Digitized audio reels of archived NPR shows to preserve historical content, using Studer reel tape decks, Sony Sound Forge and Wavelab software
- Supported the creation of long-term access to NPR content through research and metadata creation

Skills

Audio & Operations: Pro Tools, Adobe Audition and Cool Edit 2.1; Descript audio transcription; Waves WLM Plus Loudness meter and iZotope RX Elements noise reduction plug-in; Rivendell Radio Automation

Additional Computer Skills: Slack; Google Drive; Microsoft Word; Social Media platforms Twitter, Instagram, Facebook, Tik Tok and LinkedIn