

Permanent Address
3820 8th Street NW
Washington, DC 20011

Home Address
310 Manville Road
Pleasantville, NY 10570

Megan Downey

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Experience

Kathy Hochul for Congress (DCCC Frontline/Emily's List endorsed), Clarence, NY

Finance Assistant

June 2012-November 2012

- Directly assisted the finance director in raising \$3.1 million for the cycle from 12,994 individuals and 192 PACs
- Prepped callsheets, staffed the Congresswoman during calltime, and completed pledge follow-up
- Staffed the Congresswoman at 28 fundraisers and meet & greets
- Worked directly with senior staff to schedule events and prepare memos for donor meetings
- Spearheaded PAC research and event outreach calls, resulting in \$289,000 in contributions in Qs 3 and 4
- Drafted 11 fundraising emails, 3 targeted resolicit letters, and 12 thank you notes
- Strengthened organization within the NGP database by streamlining donor research and main codes
- Coordinated with compliance firm to ensure all contributions were in accordance with FEC regulations
- Corresponded with donors and constituents about upcoming events and the state of the race
- Managed 929 RSVPs, tracked event pledges, and staffed sign-ins at 28 events in district
- Oversaw 4 interns by assigning projects and running trainings on the donor database

Gillibrand for Senate, New York, NY

Campaign Fellow

December 2011- June 2012

- Assisted senior staff with event preparation and organization
- Worked collaboratively to compile opposition research via social media, news, and video
- Drafted endorsements, greeting letters, and remarks
- Analyzed and wrote summaries of poll data
- Created event briefs and updated donor profiles in NGP

AFINGO/ShopToko, New York, NY

Intern

October 2011- January 2012

- Created content for the AFINGO Tumblr blog
- Researched and wrote articles for the AFINGO website

Ariane Marder (Travel Editor, Zink Magazine/ freelance writer), New York, NY

Editorial Intern

November 2011- April 2012

- Wrote travel pieces for ZINK Magazine
- Completed research and fact-checking for interviews and articles

Tory Johnson Productions, Women for Hire, New York, NY

Intern

September- November 2011

- Researched products for segments on WABC and Good Morning America
 - Wrote content for 7Online.com coverage of deal segments
 - Promoted Women for Hire Career Expos via phone and web
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Education

University of Miami, Coral Gables, FL

Bachelor of Arts, May 2011

Skills

NGP VAN

Twitter

Tumblr

Facebook

HootSuite

Public Speaking

Writing/Editing

Mac OS

Microsoft Office OvationTix

Music-Flute&Vocal