

# JOE KNICKREHM

300 M ST. SW, UNIT N200. WASHINGTON, DC 20024 • [joe.knickrehm@gmail.com](mailto:joe.knickrehm@gmail.com) • 712.389.1906

## Work Experience

**Kreitlow for Congress**, Chippewa Falls, Wisconsin

April 2012 – November 2012

*Deputy Finance Director*

- Promoted to Deputy Finance Director based on superior performance as Finance Fellow and Finance Assistant
- Developed and managed a call time program that contributed to raising \$1.3 million over the course of the cycle
- Conducted all donor research, outreach and follow-up
- Coordinated and supervised a staff of two full-time Finance Assistants and one remote intern
- Drafted fundraising e-mail blasts and copy edited campaign press releases
- Staffed the candidate at numerous meetings, fundraisers and public events
- Well-versed in PAC fundraising, online and direct mail solicits

**The Honorable Eliot L. Engel, U.S. Congress**, Washington, D.C.

February 2012 – May 2012

*Intern*

- Built and maintained media contact databases
- Monitored web and print media for stories of interest to the Congressman and his staff
- Attended hearings and drafted memos on diverse policy issues
- Read and drafted responses to constituent mail

**TD Ameritrade**, Omaha, Nebraska

September 2011- February 2012

*Communications Intern*

- Drafted, edited and designed three weekly digital newsletters sent to more than 3,000 associates
- Collaborated with design vendors on the creation and printing of numerous materials for events
- Crafted executive emails and letters on behalf of key leaders
- Designed graphics, wrote creative copy and developed communication plans for companywide internal campaigns
- Awarded four associate recognition honors for outstanding performance

## Education

**University of Northern Iowa**, Cedar Falls, Iowa

Public Relations with Marketing Minor

B.A. May 2011

GPA: 3.69/4.0

**Honors:**

- Won UNI Career Services client bid for an integrated marketing campaign focused on increasing student involvement in Career Services programs
- Interviewed a United States Senator on policy issues concerning college students

**Activities:**

- Developed public relations, social media and fundraising campaigns for regional and national nonprofits

## Computer Skills

**Programs:**

- Advanced knowledge of NGP VAN software
- Knowledge of iConstituent and other constituent management software
- Extensive experience working with Microsoft Office software, (Excel, Outlook, Powerpoint, Word) Adobe Photoshop and AP Style