

ELIZABETH COGAN

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Professional Experience

Social Media Content Manager (Volunteer)

Jun 2026— present

Strathmere United Methodist Church, Strathmere, NJ

Create and edit weekly social media content to promote church events, announcements and community engagement.

Digital Media Content Creator

Apr 2026— present

My Admissions Sherpa (Freelance), Malvern, PA

Create and edit instructional college admissions videos using Canva and digital tools for the company's website and social media platforms. Manage Facebook, Instagram and TikTok content, generating 30K+ views, reaching 25K+ accounts, and increasing Instagram followers by 19% in six weeks. Support virtual college admissions bootcamps as Zoom Operator and technical coordinator.

Social Media Content Coordinator

Apr 2026—Jun 2026

LowRiders Bikes and Boards (Freelance), Downingtown, PA

Created social media graphics and promotional posts for the company's Instagram and Facebook accounts. Supported marketing efforts by photographing and promoting company events.

Production Coordinator

Nov 2025—Feb 2026

Glass Entertainment Group (Freelance), Bala Cynwyd, PA—Untitled ABC Docuseries

Coordinated cast and crew logistics including travel, meals, accommodations, and transportation. Supervised production assistants and coordinated time-sensitive logistics during on-location shoots. Tracked and managed production expenses, receipts, and releases using SAP Concur and Microsoft Excel.

Office/ Set Production Assistant

Oct 2025—Mar 2026

Glass Entertainment Group (Freelance), Bala Cynwyd, PA—Betrayal, Season 3

Netflix Productions (Freelance), West Chester, PA—Tires, Season 3

Managed production paperwork and field production expenses. Supported on-set operations including lockups, logistics, and craft services coordination. Assisted with production runs, company moves, and travel logistics.

Production Intern

Glass Entertainment Group, Bala Cynwyd, PA

May 2025—Aug 2025

Conducted research on archival materials and maintained detailed notes to support project development. Assisted with on-set tasks, such as lock-ups, production runs, and managing craft services.

Staff Journalist Contributor

Oct 2024—May 2025

The Slate, Shippensburg University Newspaper, Shippensburg, PA

Covered athletic and community events for publication in the university newspaper. Photographed and interviewed athletes, coaches, and students for campus and club events, D.E.I. initiatives, and athletics articles.

Education

Shippensburg University, Shippensburg, PA

May 2025

Bachelor of Science in Communications, Journalism and Media

Honors & Activities: Raider Academic Success Scholarship, Dean's List (2025), Shippensburg University Women's Soccer, Public Relations Student Society of America (PRSSA), The Hidden Opponent

Technical & Professional Skills

Canva • Adobe Photoshop • Microsoft Office Suite • SAP Concur • Adobe Premier Pro • Social Media Strategy • Community Engagement • Photo & Video Editing • Photography • Journalism • Multimedia Storytelling • AP Style • Project Coordination • Content Planning • Campaign Management • Research • Interviewing • Meta Business Suite • Meta Ads Manager • TikTok Ads Manager • TikTok for Business