

# Nick Frewin

[itsnickfrewin@gmail.com](mailto:itsnickfrewin@gmail.com) | (850) 326-5100 | [nickfrewin.com](http://nickfrewin.com) | [LinkedIn](#) | Nashville, TN

---

Audio media professional with 3+ years of live broadcast experience. 75+ podcast episodes produced across 4+ shows. End-to-end production: editing, guest booking, publishing. Managed 50+ staff and raised \$28k.

## WORK EXPERIENCE

---

### Chungdahm Institute

September 2024 - Present

*Head Instructor and Program Coordinator*

*Seoul, SK*

- Oversaw daily operations serving 250+ students
- Coordinated staff scheduling, training, and cross-department communication via Slack and KakaoTalk
- Monitored performance data and tracked student outcomes using MERPS, Excel, and Google Sheets

### The Life Puro Podcast

May 2023 - September 2024

*Podcast Producer*

*Baton Rouge, LA*

- Produced 50 episodes end-to-end: guest booking, audio editing (Adobe Audition), publishing (Libsyn, YouTube Studio)
- Tracked audience engagement metrics via Libsyn and YouTube Studio
- Coordinated with hosts through Slack and Google Drive to ensure deadlines and standards were met

### 91.1 KLSU

August 2021 - December 2023

*Station Manager and On-Air Host*

*Baton Rouge, LA*

- Directed administrative operations for 50+ members using RCS Zetta for broadcast scheduling and Google Sheets for payroll and scheduling
- Ensured that content adhered to FCC guidelines and strategic alignment with KLSU policies and goals
- Led annual student radio fundraising campaign that collected \$28,000 in one week

### The Reveille

May 2021 - August 2021

*Digital News Editor*

*Baton Rouge, LA*

- Edited and managed publication workflow through Blox (CMS), ensuring deadlines were met
- Crafted SEO strategies and oversaw production of all digital content, including social media posts, weekly Mailchimp newsletters and push alerts through Blox
- Led a team of 8 reporters, assigning articles and providing feedback

## EDUCATION

---

### Louisiana State University

December, 2023

*Bachelors of Arts, Major in Mass Communication, Minor in English*

*Baton Rouge, LA*

## SKILLS

---

Adobe Audition, Adobe Premiere, RCS Zetta, Libsyn, YouTube Studio, Trello, Slack, Google Drive, Blox (CMS), WordPress, Mailchimp, Excel, Google Sheets, MERPS, Zoom, Canva