

# Michelle Peng

2845 Avenel St.  
Los Angeles, CA  
(479) 871-2018  
michelle.mpeng@gmail.com

## Education

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**Yale University**, New Haven, CT

2019

- B.A. History of Science, Medicine, and Public Health with Distinction in Major, Cum Laude; GPA 3.85
- Parker Huang Post-Graduate Fellowship (August 2019- July 2020)
  - Pursued a self-designed research project investigating professional development and cultural values in Chinese preschools through classroom observation and teacher interviews in Hangzhou, China

## Professional Experience

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**Charter** (Remote) November 2020 - Present

*Reporter, full time (February 2022-Present); Operations Associate, full time (June 2021-February 2022); Freelance Social Editor, part time (November 2020-June 2021)*

- Pitch, report, write, and produce stories, newsletter segments, and longform white papers related to the future of work, including topics like diversity, equity, and inclusion; caregiving; and workers' rights for Charter and TIME.
- Write and produce the weekly business and management news roundup (~1,150 words) for Charter's Sunday Briefing, a recipient of a 2023 SABEW Best in Business Award honorable mention in the newsletter category.
- Produce stories across our coverage lanes, often with short lead times between receiving copy and our publishing deadline. Responsibilities include a final edit pass; finalizing subject lines, headlines, and art; and publishing content into WordPress, Mailchimp, and Ghost.
- Manage organic and paid growth on all of Charter social feeds, including writing social copy and creating social images using Figma (when needed). Also responsible for building and maintaining dashboards to report reader engagement statistics, including headline and subject line performance, page views and downloads, and click and conversion rates.

**LA Public Press** (Los Angeles, CA) February 2024 - Present

*Freelance Reporter*

- Covered K-12 and higher education for LA Public Press (LAPP), a local, non-profit newsroom focused on community-centered stories. Published stories include pieces at the intersection of education, labor, and education.

**UNITE HERE** (Phoenix, AZ and Atlanta, GA) September 2020 - January 2021

*Elections Organizer, full time*

- Supported UNITE HERE Local 11's elections organizing as a door-to-door canvasser, which involved building personal connections with voters, explaining campaign proposals, and attaching narratives to abstract policies during the 2020 general election in Arizona and the 2021 Senate runoff in Georgia.

## Selected Work

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- ["A new framework for bringing your "whole self" to work,"](#) Charter's Sunday briefing newsletter, 4/28/23
- ["Reimagining NYC Landmark Lever House for the Future of Work,"](#) TIME/Charter
- ["LAUSD pledged to electrify its buses by 2040. Here's what happens next,"](#) LAPP (freelance)
- ["Student campus unions fight to protect political speech amid administrative crackdowns,"](#) LAPP (freelance)

## Professional Affiliations and Training

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- **Affiliations:** Asian American Journalists Association, member; The Society for Advancing Business Editing and Writing, member
- **Trainings:** Beat Academy by The Poynter Institute (2024), Pre-IRE investigative reporting and data journalism workshop (2024), AAJA-LA and LA Times Gregory Yuen Yee Scholarship recipient (2023)

## Skills and Softwares

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**Skills and Software:** CMS software including Mailchimp, Ghost, and WordPress; Google Analytics and Google Trends (intermediate); Descript video/audio editing software (intermediate); Python and R (beginner/intermediate); ChatGPT and Claude by Anthropic (intermediate/advanced)

**Languages:** Mandarin Chinese (native speaker), Spanish (advanced), French (lower intermediate)