



Tamara Fuentes

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Work Experience

- **Hearst Magazines - Cosmopolitan: Entertainment Editor** (January 2023 – Present)
 - Associate Entertainment Editor** (July 2021 – January 2023)
 - Work alongside the entertainment team to keep our readers updated on all news involving TV, books, movies, and music.
 - Edit and assign freelance work including think pieces, features, interviews, SEO content, and explainers.
 - Create and run the editorial calendar to find out what TV shows, movies, and books to cover.
 - Attend set visits, premieres, and conventions on behalf of *Cosmopolitan* for coverage. On occasion, this will include moderating at special events as well.
 - Work alongside publicists, networks, and other media groups to create and bring new exclusive content to our readers.
 - Since September 2023: Co-lead and launched a book imprint, Cosmo Reads, in partnership between Cosmopolitan and Sourcebook, including reading and approving manuscripts to be published, working alongside the marketing teams, approving copy and covers, etc.
 - In year one (2025-2026), Cosmo Reads is set to publish 9 books. Our first book, *Female Fantasy*, launched in October 2025.
- **Hearst Magazines - Seventeen: Associate Entertainment Editor** (February 2021 – July 2021)
 - Assistant Entertainment Editor** (June 2018 – January 2021)
 - Worked alongside the Director and Deputy Editor to coordinate entertainment content for *Seventeen*.
 - In charge of entertainment editorial calendar and coverage focusing on TV, movies, music, and books.
 - Helped coordinate, book celebrities, and write up scripts for *Seventeen's* YouTube and TikTok channel.
 - Attended and covered special events and conventions to bring the latest information to *Seventeen* readers including set visits, junkets, and New York Comic Con.
 - Interviewed and booked celebrities and people of interest for features on *Seventeen's* website.
- **Hearst Digital Media: Newsroom Editorial Fellow** (November 2017 – April 2018)
 - Worked with 20+ sites including *Elle*, *Esquire*, *Harper's Bazaar*, and *Good Housekeeping*.
 - Pitched and wrote articles about a variety of topics including news, entertainment, and lifestyle.
 - Converted articles to scripts for video for social media engagement.
 - Helped with fact checking and transcribing for other team members in a timely manner.
- **TV Guide Magazine: Editorial Intern** (January 2017 – May 2017)
 - Transcribed interviews and completed research in a timely manner for staff writers.
 - Reached out to publicists and other professionals outside of TVGM for programming and calendar.
 - Attended daily editorial meetings and pitched and created content for sister site, *tvinsider.com*.
 - Created Snapchat stories for social media followers.
 - Worked with other staff members on shared stories and ideas.

Education and Affiliations

- **Member of Television Critics Association, Latino Entertainment Journalists Association, and the Writers Guild of America, East.**
- **The College of New Jersey, Ewing, NJ (July 2013 – May 2017):**
 - Bachelor of Arts in Journalism and Professional Writing
 - Bachelor of Arts in Women's, Gender, and Sexuality Studies

Skills

- Software Experience: Wordpress, Microsoft Office, Google Docs, Open Office, Microsoft Publisher, Adobe InDesign, WoodWing, Audacity, ProTools, Logic, Reason, Photoshop, Private CMS
- Experience with Chartbeat, Google Analytics, Parse.ly, and Looker
- Languages — English, Spanish, basic Japanese, basic American Sign Language