

CATHERINE DUNCAN

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EDUCATION

NEW YORK UNIVERSITY SCHOOL OF LAW, New York, NY

Candidate for J.D., May 2028

Activities: Intellectual Property and Entertainment Law Society, Entertainment Committee Co-Chair
Journal of Intellectual Property and Entertainment, 2L Staff Editor

NORTHWESTERN UNIVERSITY, Evanston, Illinois

B.S. in Journalism and International Studies, *summa cum laude*, June 2024

Cumulative GPA: 3.99

Honors: Kappa Tau Alpha Distinction in Journalism Major

Activities: *Wavelength Magazine*, Editor-in-Chief
Mayfest Productions, Executive Board Member

Study Abroad: Sciences Po, Paris, France, Autumn Semester, 2022

EXPERIENCE

NBCUNIVERSAL, New York, NY

News Group Media Law Intern, June 2026 – August 2026

Conduct legal research on issues arising during the newsgathering, pre-publication, and broadcast review process. Collaborate with commercial and music legal teams on production-related agreements and rights clearances.

HEARST COMMUNICATIONS, KING FEATURES, New York, NY

International Licensing Coordinator, July 2024 – July 2025

Managed relationships with 25+ international agents including contract negotiation, business analysis, and new partner prospecting. Drafted and processed global licensing deal memos to drive growth for new business categories. Worked with Legal department on contract development, file organization, and process optimization.

SMITHSONIAN MAGAZINE, Washington, D.C.

Freelance Contributor, June 2024 – August 2024; *Editorial Intern*, January 2024 – March 2024

Reported and wrote 2-3 articles weekly for Smithsonian Magazine (8M monthly readers), synthesizing expert interviews and complex information. Pitched and developed topical stories under tight deadlines (2-3 hours).

CAPITOL MUSIC GROUP, Los Angeles, CA

Global Marketing Intern, June 2023 – August 2023

Tracked international trends and regional content to help break artists into global markets. Summarized streaming analytics, touring data, and media coverage for a 20+ artist roster into weekly newsletters for international stakeholders. Researched release strategies and audience insights to support artist campaigns and events.

2112 CHICAGO, Chicago, IL

Journalism Intern, June 2022 – August 2022

Authored editorial content for streaming service Noteworthy Media. Consulted with artists to create/update artist websites. Planned music festival for Mongolian Art Association; helped arrange 15 artist lineup, 7 from Mongolia.

SAPER LAW OFFICES, Chicago, IL

Law Clerk, March 2022 – June 2022

Drafted engagement letters and legal correspondence, assisted in trial preparation and litigation filings, conducted trademark searches, and presented legal research relevant to clients' entertainment law cases.

ADDITIONAL INFORMATION

Proficient in Mandarin Chinese. Enjoy playing water polo, watching live theater, and vintage upcycling.