

SKILLS & TRAINING

- Team-oriented independent editor
- Hard copy and electronic copyediting and proofreading
- Chicago, AP, APA, and house styles
- MS Office, Adobe Acrobat, Adobe InDesign, HTML/CSS
- University of Washington Certificate in Editing (2005)

EDITORIAL INTERESTS

- Social sciences, nonprofit materials, gender and feminism, Nonviolent Communication, music, travel, cookbooks, young adult and children's literature, science fiction and fantasy.

SELECTED EDITING EXPERIENCE

COPYEDITING

Children's Home Society of Washington

- Copyedited and proofread publications presenting parents of young children with activities for brain development

Children's Hospital and Regional Medical Center

- Copyedited and proofread Children's 2007 Academic Annual Report as member of a six-person freelance editorial team

Focused Attention, Inc.

- Copyedited marketing articles and seminar workbook

National Bureau of Asian Research

- Copyedited several chapters of NBR's 2008 *Strategic Asia*, an annual edited volume of commissioned research on U.S. policy in Asia

Numa Marketing

- Copyedited *Writing a Results-Driven Marketing Plan: The Nonprofit's Guide to Making Every Dollar Count*, by Tiffany Meyer (2007)

*The Poetry Foundation
PuddleDancer Press*

- Copyedited online articles
- Copyedited *Nonviolent Communication in the Workplace* (forthcoming 2010), *Nonviolent Communication: A Language of Life* (e-book edition, 2008), *The No-Fault Classroom: Tools to Resolve Conflict & Foster Relationship Intelligence* (2008), *Respectful Parents, Respectful Kids: 7 Keys to Turn Family Conflict into Co-operation* (2006), and an appendix of recipes for *Eat by Choice, Not by Habit* (2005)

Seattle Chamber Players
(since 2005)

- Copyedited program notes for classical chamber music performances; laid out concert programs in Adobe InDesign for printing; proofread funding proposals and press releases

The Seattle Weekly
(since 2006)

- Copyedited and proofread features, departments, and columns for weekly newspaper; also copyfit text to design

Individuals

- Copyedited journal articles for graduate students and professors, including nonnative English speakers

PROOFREADING

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| <i>Bahia Street</i> | • Proofread <i>Dance Lest We All Fall Down</i> , by Margaret Willson (Cold Tree Press, 2007) |
| <i>Center for Reinventing Public Education (CRPE)</i> | • Proofread research reports on educational policy and decision-making |
| <i>Committee for Children</i> | • Proofread curricula and program implementation guides |
| <i>The Mountaineers Books</i> | • Proofread <i>Planet Ice</i> , forthcoming 2009 |
| <i>Paradigm Communications Group</i> (since 2006) | • Proofread <i>Alaska Airlines</i> and <i>Horizon Air</i> magazines |

DEVELOPMENTAL EDITING

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| <i>Author-Editor Clinic</i> | • Provided developmental edits (editorial critiques) to individual authors of book-length manuscripts, including suspense, young adult science fiction and young adult historical novels, a literary novel of the 1970s Civil Rights Era, a memoir set in Alaska's Arctic wilderness, and a nonfiction book about recovery from domestic violence |
| <i>Focused Attention, Inc.</i> | • Developmental and copy editing for online course lessons |
| <i>Kindle-Hart Communication</i> | • Developmental editing for article published in <i>Greater Good Magazine</i> , January 2008 |

EMPLOYMENT EXPERIENCE

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| 2005–present | Freelance Editor, Bridge Creek Editing, Seattle |
| 2001–present | Administrative Assistant/Box Office Manager (contract), Seattle Chamber Players, Seattle |
| 2005–2008 | Research Study Coordinator, UW School of Nursing, Seattle |
| 2003–2005 | Team Coordinator, Seattle Cancer Care Alliance, Seattle |

EDUCATION

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| 2006–2009 | The Author-Editor Clinic, Seattle, WA (www.authoreditorclinic.com) |
| 2005 | Certificate in Editing, University of Washington Extension, Seattle, WA |
| 2001 | M.Sc. Gender Studies, incomplete (all but dissertation), London School of Economics & Political Science, London, England |
| 1997 | B.A. Anthropology, <i>magna cum laude</i> , Western Washington University, Bellingham, WA; Minors: Environmental Studies, Music, Spanish |
| 1995–present | Nonviolent Communication (NVC) workshops and consultations |

Member of the Northwest Independent Editors Guild since 2005.