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PROFESSIONAL EXPERIENCE

6.2010- **Owner/Content Developer**, 4development, Seattle, Washington
Present

- Work with authors and publishers in revising new editions and conceptualizing new textbooks, interactive e-books, and media in a variety of disciplines.
- Support authors throughout the writing process by providing constructive feedback on drafts regarding organization, writing style and level, currency of information, and pedagogy, and by modeling chapters, providing examples, and communicating guidelines for preparing manuscripts for submission to production.
- Create review questions, analyze reviewers' comments, and provide constructive feedback to authors and publishers.
- Guide authors in correctly handling permissions, photo research, and art logs to maintain publication schedule and budget.
- Interactive digital learning environments:
 - Map content according to publisher's guidelines and requirements.
 - Determine placement of screen breaks, widgets, images, and features.
 - Advise authors on adding/deleting/replacing images and videos.
 - Collaborate with authors to adapt existing content to meet requirements, integrate their revision plans into the digital structure, and accommodate new content.
 - Recommend new widgets based on new and existing text, image, and video content.
 - Copyedit widgets and ensure they meet the publisher's templates and guidelines.
- Acquire, manage, and support subject matter experts to create supplements.
- Conceptualize ideas for creating, revising, and improving supplements, communicate these instructions to supplement authors, and ensure that authors follow the proper guidelines for preparing and submitting supplements.
- Evaluate final manuscripts and supplements to ensure that authors have implemented the agreed revision tasks and are submitting materials in the correct format.
- Write marketing copy for front matter, back cover, and other materials.
- Create illustrations for textbook cover art, interior figures, and spot art.

3.2007- **Development Editor**, Prentice Hall/Pearson Education, Columbus, Ohio

6.2010 **Careers – Criminal Justice**

- Managed up to 16 A-AAA projects simultaneously, working with acquisitions editors, production editors, designers, marketing managers, media editors, reviewers, and freelancers to ensure that each project adheres to its determined timeline and budget.
- Negotiated contracts with development houses, photographers, videographers, and supplement authors with the acquisitions editor's approval.
- Worked with authors, acquisitions editors, and the design team to create marketable, user-friendly, and cost-effective design themes, cover images, and photos.
- Implemented strategies to control costs relating to design, photos, permissions, and freelancers, and communicated this information to authors and the production team.

- Assisted acquisitions editor in evaluating author prospects, assisted prospective authors in developing product proposals, and reviewed and evaluated product proposals to make recommendations as to which products should be pursued.
- Worked with editorial managers to help train new and existing development editors.

5.2004- **Assistant Development Editor**, Merrill/Prentice Hall, Columbus, Ohio

3.2007 Teacher Education

- Developed undergraduate and graduate textbooks in Educational Technology, General Teaching Methods, Student Teaching, Introduction to Education, Foundations of Education, History of Education, Instructional Design, Educational Administration, and School Law.
- Analyzed reviews, constructed competitive analyses, modeled chapters, and provided edits, constructive feedback, and guidance for authors revising and creating manuscripts.
- Prepared manuscripts and supplements for production, working with everyone involved to ensure that each project adhered to its determined timeline and budget.
- Wrote back cover marketing copy and assisted authors in writing prefaces.

AWARDS

2009 Outstanding Product Team Award – Health, Science, and Careers

for *Criminal Justice: A Brief Introduction* (8th edition), by Frank Schmallegger

- Quickly becoming Pearson's top-selling Criminal Justice book, the 8th edition's increase in sales was largely due to its being paired with the innovative new media product *CJ Interactive*. As the development editor of the 8th, 9th, and 10th editions, I have continued to build on the book's success by strengthening its connections with the accompanying media, adding career information relevant to college students, and analyzing the book's coverage of topics to ensure that it provides the most comprehensive coverage in the market in a concise, accessible format.

VOLUNTEER EXPERIENCE

Jumpstart's Read for the Record

- Designed and illustrated paper cut-out puppets for Pearson Education's participation in Read for the Record at North Linden Elementary School in 2007 (*The Story of Ferdinand*).

EDUCATION

2002- Trinity Hall, **Cambridge University**, Cambridge, England

2003 Master of Philosophy in English (Anglo-Saxon, Norse, and Celtic), July 2003

2000- Hughes Hall, **Cambridge University**, Cambridge, England

2002 Bachelor of Arts (Honors) in English (Anglo-Saxon, Norse, and Celtic), June 2002

1996- **Vassar College**, Poughkeepsie, New York

2000 Bachelor of Arts in Drama (Minor in Geology) GPA 3.59, May 2000