
PROFESSIONAL PROFILE Copyeditor with more than 18 years of experience in STM, reference, and trade book and journal publishing. Contribution to more than 500 book and journal projects. Organized, sharp-eyed, and energetic, with the ability to work under deadline pressure and deliver improved text that meets project-specific requirements. Strong grammar and mechanics skills. Familiarity with various style guides, including CMOs, APA, AMA, Microsoft, and AAA. Areas of interest: social sciences, biology, environmental science, natural history, and humanities—any written communication.

KEY COMPETENCIES

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| Commitment to clear communication | Vigilance for inconsistencies |
| Dogged adherence to deadlines | Capacity to typecode and style manuscript elements |
| Ability to solve complex textual challenges | Skill at rewriting and rewording unobtrusively |
| Competence in handling author contact | Awareness of new words coming into popular use |
| Dexterity in adjusting level of edit as needed | Experience providing writing tips to coach authors |
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EDITORIAL EXPERIENCE

EMERALD EDITORIAL SERVICES

Steamboat Springs and Clark, Colorado

Copyeditor / Line Editor

June 1997–Present

- Amend grammar and mechanics; clarify sense and meaning; organize text; polish flow; apply style; overhaul nonsensical wording; manage author contact and review; liaison with production editors
- Edit for Cambridge University Press, Jones & Bartlett Learning, Microsoft Press, Allyn & Bacon, Beacon Press, Cell Press, and more

Book Indexer

June 1997–Present

- Create back-of-the-book indexes for computer, professional, reference, scientific, and trade books
- Format indexes according to style; revise indexes to conform to book-space requirements; work within tight production schedules
- Embed index tags in Adobe InDesign files

Proofreader

April 2000–Present

- Check first- and second-pass proofs against extensive style guides and copyeditor's style sheet
- Mark up pages and PDFs for correction

Coauthor

November 2004–March 2005

- Research, write, and proofread *Degunking Microsoft Office* (Paraglyph Press, 2005) with Wayne Palaia
- Develop empathy, as an edited author, for authors I edit

Writer / Contributor

May 1999–July 2000

- Research and write articles for *The New Encyclopedia of American Scandal* (2001) and *The Encyclopedia of Plague and Pestilence*, revised edition (2002)
- Research, conduct interviews, and write a promotional view book for Cheshire Academy Lower School, Cheshire, Connecticut

NORTH MARKET STREET GRAPHICS

Lancaster, Pennsylvania

Copyeditor / Book Indexer

February 1996–June 1997

- Copyedit manuscripts to conform to publisher's house style (McGraw-Hill, Wiley, Prentice Hall, Random House)
 - Manage author contact and oversee coordination of job phases within the full-service shop
 - Index books and edit indexes
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ADDITIONAL EXPERIENCE

FIREFLY MOUNTAIN PRODUCE

Steamboat Springs and Clark, Colorado

Owner / Farmer

September 2005–Present

- Transformed wilderness into a sustainable organic market garden
 - Promote local food growing and eating
 - Advocate beyond-organic and wildlife-friendly farming
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EDUCATION

BACHELOR OF ARTS, BEHAVIORAL SCIENCE with concentration in Cross-Cultural Studies

May 1993

MINOR IN NONFICTION WRITING

Drew University, Madison, New Jersey

Presidential Scholar; Center for Writing Excellence writing tutor; Study Abroad: "Thailand in Situ," Drew University, Anthropology Department; "Tropical Deforestation," School for Field Studies, Queensland, Australia



Editorial Freelancers
Association member



International Society
for Behavioral Ecology
member



American Society
of Mammalogists
member



National Geographic
contributing member



Historical Novel
Society member