

Name / address omitted

OBJECTIVE: To use my broadly diverse writing experience, keen editorial skills, and ability to engage audiences with immersive, innovative content in a creative and collaborative environment.

EXPERIENCE:

1997 - Present	Falling Sky Web Design & Content Services <i>Owner</i>	New York, NY
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- Author of the romance novel *Tropical Treasure* (2002), romantic suspense novel *Fierce Moon* (2010) and YA romance *Night Wolf* (2010), all published by BookByYou Inc., a publisher of novels with customizable features.
- Independent consultant/Senior Book Editor for BookByYou Inc.'s five novel divisions, responsible for copy- and line editing, rewrites, and recruiting/assisting new authors with storyline and character development.
- Providing ongoing website editorial, copywriting, design, social networking and technical services for BookByYou Inc. and its divisions ClassicBookByYou.com, MysteryByYou.com, TeenBookByYou.com, and related sites. Designed and implemented custom pages for divisions' Facebook presence; organized/judged fan-submitted video contest on Facebook and YouTube.
- Initiated web presence including copywriting, editing, and design for companies including AuroraPublishers.com, ArgoDevelopers.com, Brushwaremag.com, MamasHomeRemedies.com, and Theatre for a New Audience (TFANA.org). Redesigning, providing editorial services and site maintenance for LongPondPublishing Inc.'s *American Window Cleaner* and *Industrial Utility Vehicle* magazine sites, including the latter's convention website IUVSummit.com.
- Co-founder and administrator of EpiGuide.com, a community devoted to web entertainment (video webseries, text-based online serials, and webcomics). Responsible for all design and graphic work, programming and software customization, article editing and management, copy editing/updating, community moderation, and promotional activities, including those related to the annual WeSeWriMo (Web Series Writing Month) writing marathon. Launched Sep. 1998.
- Co-producer, writer, editor and designer of *About Schuyler Falls*, one of the longest-running online serials still in production at <http://www.skyfalls.com> (Yahoo and Netscape Site of the Day in June 1998, Access magazine's Top 200 entertainment websites, 2000). Launched Nov. 1997.

09/1999-07/2000	OnlineSoapOpera Inc. <i>Writer, Editor, Consultant</i>	New York, NY
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- Planning, writing and editing daily episode segments of *Newport: The Soap Opera*, a web serial produced by this internet startup.
- As storyline consultant, helping to shape and interweave plots and characters as well as editing existing material; wrote background material and helped develop interactive features for website.

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EXPERIENCE, cont'd:

02/1999-09/1999	CBS Inc. <i>Assistant to Director, Daytime Programs</i>	New York, NY
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- Writing episode synopses and previews of *As the World Turns* and *Guiding Light* for affiliates and official CBS website; editing interviews of soap opera talent; reading and responding to viewer mail and online communities; coordinating tickets and accommodations for executives during 1999 Emmy Awards; selecting and summarizing storylines for on-air promos.
- Writing promotional material and designing website for CBS Daytime's initial e-commerce project (the "Humanity Bracelet" promoted in episodes of *Guiding Light*); recording and providing summaries of ratings information; assisting with organization of *As the World Turns* audience focus groups, including disseminating the results to network, producers and writers.

05/1994-01/1999	Carnegie Hall <i>Senior Researcher, Fundraising</i>	New York, NY
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- Developing grant proposals for major gifts; writing articles and interviews for donor newsletter; correspondence with donors and prospects; managing fundraising research program, including identifying, researching and creating biographical/financial profiles on donors, prospects and potential trustees; maintaining cultivation efforts for \$25 million capital campaign.
- Writing speeches for executives and directors, including draft of speech used by President Clinton for videotaped tribute to Isaac Stern; writing/editing Development sections of Annual Reports.

09/1990-05/1994	New York Philharmonic <i>Campaign Assistant/Research Coordinator</i>	New York, NY
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- Editor and writer for 150th Anniversary Development Campaign Newsletter; supervising production and mailing of newsletters; writing monthly campaign advertisement for concert programs; assisting with coordination and production of campaign fundraising video; identifying and researching potential donors and Trustees; compiling and analyzing financial/biographical data for reports on prospects; creating and maintaining Access database.

ADDITIONAL EXPERIENCE & SKILLS:

- Proficient in Word 98-2010, Dreamweaver MX-CS3, FrontPage 98-2003, vBulletin 2.7-3.8.x (forum software)
- Music Director, *They're Playing Our Song*, Levels Community Theater in Great Neck, New York (1986)
- Acting and singing

EDUCATION:

Graduated *cum laude* in 1989 with a BA degree in Music Performance from the State University of New York at Albany