

Skill Summary

Senior editor/writer with deep business intelligence experience and superior language skills. Highly adaptable, with ability to research thoroughly, interview for core meaning, deconstruct issues, identify key points to meet business and operational objectives, edit true to writer objectives and voice, and formulate clear, effective, language-correct messages for a variety of mediums, on time and on budget.

Deep knowledge of organizational and marketing strategy, technical communication principles and persuasive diplomacy. Ability to create unique communications solutions to support differentiation, aid comprehension and inspire desired action. Experience with ESL authors. Seasoned executive communications aide, language coach and technical writer.

Experience

Editor, Securing Water for Food – A Grand Challenge, The Kaizen Company

Intense substantive editing and proofreading of annual reports and field reports. Original material came from authors with a wide variety of skill in English-language writing; for many, English was a second language. Won competitive RFP 2 years.

Senior Independent Marketing, Technical and Political Writer

Serves editing/writing clients across U.S., Canada and overseas: academic institutes, art museums/galleries, B2B services, manufacturers, politicians, nonprofits. White papers, blogs, annual reports, procedures, proceedings, speeches, etc. Current.

Communications Manager, TEK Industries and AccuCut

Provided writing, editing, p.r. liaison services for five divisions of international manufacturing company. Managed five employees. Administered budgets and communications plans for multiple industries. Produced websites, scripts, speeches, annual reports, trade articles, press kits, reports, catalogs, curriculum, ads, sales materials, manuals, procedures, executive messages. 8 years.

Senior Aide and Speechwriter to Nebraska Governor

Researched and prepared 20 – 30 speeches at a time, with a staff of five interns, for the governor, lieutenant governor and first lady. Performed executive writing and editing services, including policy profiles, executive letters, constituent correspondence, state and national addresses and birthday poems. Assisted governor at diplomatic events. Served on planning teams for events. 2 years.

Senior Writer, Mutual of Omaha Companies

Prepared VIP speeches, presentations, correspondence. Wrote scripts, incentive campaigns, procedures, annual reports, consumer and trade articles, training handbooks, sales tracks and product profiles. Planned events and served as personal assistant to VIPs. 5 years.

Other Experience

- Daugherty Water for Food Global Institute (annual reports, conference proceedings, 5 years) and Rural Futures Institute
- Marketing Writer, Marketing Committee Chair, University Place Art Center/Lux Center for the Arts
- Curriculum Editor, Nebraska Folklife Network
- Assistant Editor, Nebraska Legislative Blue Book (two editions)
- Public Information Officer, Nebraska Game & Parks Commission
- Interviewer, Writer, Editor & Illustrator, Center for Great Plains Studies
- Interviewer & Writer, University of Nebraska, College of Arts & Sciences
- Writer & Marketing Assistant, W.C. Frank Investments (fast food franchise company)
- Tour Coordinator & Writer, Fort Robinson State Park & Nebraska State Capitol

Education

- Bachelor of Arts Degree, English/Great Plains Studies, University of Nebraska—Lincoln, summa cum laude; psychology minor
- Wide variety of corporate training includes speechwriting, meeting moderation, project management

Associations & Appointments

- Chairwoman, Board Member: University Place Art Center
- Phi Beta Kappa
- International Association of Business Communicators (IABC), Newsletter Editor, Quill Awards Team
- Nebraska Writers Guild
- American Writers & Artists, Inc.
- American Marketing Association, Lincoln, NE
- Metro Arts Council, Omaha
- Omaha Literacy Council
- Association of Crafts and Creative Industries (ACCI)
- Hobby Industry Association (HIA)
- Toastmasters, Omaha
- Nebraska Folklife Network
- Lincoln & Omaha, Nebraska, Chambers of Commerce
- Lincoln Independent Business Association
- Band Manager, *How Now* (Ancient Irish/Renaissance)

Awards

- Omaha Ad Federation (two silver Addys)
- IABC Gold Quill
- Public Relations Society of America (press kit)
- Life Communicators Association Awards (including Best of Show)
- American Marketing Association (campaign)
- International Association of Business Communicators (Bronze Quill, Rookie of the Year)
- Prepared winning entries for client submissions, including Better Business Bureau company of the year
- Community scholar award, American Folklore Society