

## INSIDER

SENIOR COPY EDITOR (JANUARY 2021 TO PRESENT), COPY EDITOR (2016 TO 2020), COPY INTERN (2016)

- Edit daily, enterprise, and breaking stories for clarity, accuracy, fairness, consistency, inclusivity, grammar, sense, style, spelling, and punctuation
- Work quickly and independently to edit across verticals including markets, news, politics, sports, entertainment, lifestyle, science, and tech
- Balance quality and speed in editing for a fast-paced digital publication. Aim to be as effective as possible without getting too bogged down in one story.
- Closely monitor breaking or developing stories, communicating with reporters and editors to ensure the copy is accurate and free of errors
- Ensure headlines, browser titles, meta descriptions, summaries, captions, and other display type are accurate, engaging, and optimized for search
- Work with editors and writers to respectfully address issues and find solutions together
- Lead trainings to familiarize new editorial hires with the copy desk and Insider's style
- Take initiative in identifying trends and common missteps to the copy desk and other editors across the newsroom
- Research usage and language trends to develop comprehensive guidelines (such as a guide for reporting sensitively on mental health) and advocate style changes (such as capitalizing the B in Black)

## SWIMSWAM MAGAZINE

ASSOCIATE EDITOR (FREELANCE, 2016 TO 2021)

- Edited 15 to 25 features for the quarterly print edition of a magazine for amateur, collegiate, and professional swimmers and their industry
- Developed a house style to reflect what makes sense for readers
- Proofread the magazine to resolve errors in the copy, display type, and layout

## SB NATION

PART-TIME COPY EDITOR (OCTOBER TO DECEMBER 2016)

- Edited breaking sports stories and analyses. Ensured headlines, browser titles, summaries, captions, and other display type were accurate and engaging.

## THE NEW YORK TIMES

COPYEDITING INTERN (JUNE TO AUGUST 2015)

- Edited enterprise and breaking news stories on deadline for the Business Day section
- Wrote print display type including headlines, subheds, captions, and refers. Adapted web headlines for a print audience.
- Wrote web summaries that appeared on social media and nytimes.com
- Proofed pages for print editions to resolve errors in articles and display type

## EDUCATION

THE UNIVERSITY OF KANSAS (2012 TO 2016)

B.S. in Journalism. Relevant coursework in digital editing, entrepreneurial communication, and media innovation. Roles at the student newspaper, The University Daily Kansan, include editor-in-chief, managing editor, and news editor.

## SKILLS

AP style and several house styles; content management systems, including proprietary systems; inclusive- and informed-language best practices related to race, ability, gender, ethnicity, age, sexuality, and more; basic HTML; audience analytics, including Chartbeat; SEO; records requests