

English Major

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Education

Suffolk University

Bachelor of Arts in English Literature and Arts Administration

Boston, MA

September 2018 – Present

- GPA 4.0
- College of Arts and Sciences Honors Program, Emily Post Scholarship, Samia Scholar, Portz Prize nominee and recipient of Excellence in Honors Award for Outstanding Senior Project

Research Experience

Suffolk University English Department

Research Assistant – Professor English Faculty

Boston, MA

September 2019 – Present

- Assist in editing chapters of an academic book on Toni Morrison, including copy editing and proofreading chapters and scrutinizing citations and quotes with a meticulous attention to detail.
- Conducted preliminary database research for an academic article on Black writers in New England, then collaborated with professor on copy editing article based on the journal's specifications.

Related Intern Experience

HighWire Press

Intern

Remote

May 2021 – August 2021

- Made literary product attractive to Amazon buyers through copy writing book descriptions, as well as Responsive and Expanded Google Ad type, for backlist and forthcoming poetry collections. Utilized Ingram iQ to format copy to Amazon's specifications.
- Worked with a small team to gather materials for a creative writing textbook marketed towards teen writers and high school creative writing programs, including poems, illustrations, and instructions.
- Curated a collection of relevant poems to serve as examples. Remained mindful of diversity and readability in assembling an effective anthology.

Salamander Literary Magazine

Editorial Intern

Boston, MA

January 2020 – April 2021

- Made editorial comments on short fiction and poetry submissions. Decided why certain pieces were suitable to be published based on an understanding of the house style.
- Gave suggestions on the beta version of a textbook targeted towards literary magazine publishing.
- Developed critical skills and a voice when articulating the qualities of a creative piece.

Leadership Experience

Suffolk Voice

Arts and Entertainment Editor; Managing Editor

Boston, MA

September 2019 – Present

- Supervise undergraduate students by helping them to edit and publish articles and reviews based around arts and entertainment. Ensure all articles are error-free, with a focus on accuracy, good grammar, and misspellings.
- Write articles in the tone of Blog/Lifestyle and Features relevant to students and student life.
- Implemented a monthly A&E feature which details events happening within the university and Boston area.

Suffolk Historical Society

Secretary

Boston, MA

September 2018 – May 2021

- Promoted events through the Society's Instagram, email and social media.

Skills: Copy editing, proofreading, written and verbal communication, analytical thinking, meticulous attention to detail, adaptability