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Profile

Seasoned writer and instructor with over twenty years of experience in Young Adult Nonfiction, tutoring and standardized test preparation. A problem solver who enjoys collaborative work, interesting projects and meeting deadlines.

Experience

Contract Writer, Council for Aid to Education (CAE); New York, NY – 2017-Present Researches, writes and edits educational assessments for a not-for-profit organization designed to engage and prepare students for the challenges of the 21st century. Assessments are aimed at students from grade school through twelfth grade.

Position includes writing Performance Tasks for students based on primary and second source historical documents around a topic. These documents are then used to create content-related and critical thinking questions for students to complete.

Contract Writer, Rosen Publishing Group; New York, NY - 2001-2019

Wrote and edited more than twenty YA nonfiction titles including *Anarchy (Exploring Political Systems)*, *Incarceration in America* and *The Black Power Movement and Civil Unrest*. Also approved final pages and captioned final photos selected by employer.

Instructor/Tutor, The Princeton Review; Princeton, NJ — 1996-2016

Taught preparatory classes for SAT, GRE, LSAT and ACT. Areas of instruction included Math, Verbal, Science, Writing and Games. Class sizes ranged from 5 to 25 and also included one-on-one private tutoring.

Education

New York University; New York, NY - MFA (Creative Fiction Writing), 2001

United States Naval Academy; Annapolis, MD — BS, English (Engineering Minor), 1992

Skills

Conversational Spanish, Google Docs, Microsoft Word, MailChimp, Online Searches. Critical Thinking, Creativity, Verbal and Written Communication, Organization.