

Peggy Brown-Shinall

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Objective: To obtain a position as a Writer or Editor

Profile

- Experience researching and writing deadline assignments for publication
 - Designed, edited, published, and managed newsletters, accreditation documents, and studies for businesses and educational institutions
 - Taught advanced and regular high school students how to improve their writing; edited and published student literary magazine
 - Strong academic background with a Master's degree in writing and a master-level certification in English and a Specialist degree in educational administration
 - Computer Proficiencies: record keeping, Word, presentation software, research and analysis software, and learning new programs
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Experience

Professional Writing Services, Owner. (6 years)

- Edit various corporate documents for style, fluency, and grammar. Research and write content articles for publication.

Urantia Foundation, Chicago, IL. Newsletter Editor. (1 year)

- Edit online, non-profit, monthly newsletter for style, fluency, and grammar

Wheeler Associates, Cartersville, GA (2 years)

- Public Relations Director
Conducted Strengths and Weaknesses Analyses and Target Industry Studies for economic developers.
Wrote, laid out, and edited company newsletter using state of the art software; wrote press releases.

Baia & Company Advertising, Rome/Cartersville, GA (2 years)

- Associate Editor
Researched and wrote in-depth articles for monthly business-lifestyle journal and for quality of life magazines.

Chattahoochee Technical Institute, North Metro Campus

- Test Administrator, Adjunct Instructor—Monitored and maintained security for PearsonVue testing site at Chatt Tech. Taught English and Math to adult students.

Bartow County Schools, Cartersville, GA

Bartow County College and Career Academy, English Teacher

- Designed and implemented learning plans for writing of diverse-ability students. Incorporated employability skills such as punctuality and attendance, as well as writing for business situations. School liaison for Curriculum Development.

Woodland High School, English Teacher

- Designed and implemented highly effective lessons for International Baccalaureate and honors students. Ninety to one hundred percent pass rate for IB students. Five years' experience and three IB training sessions using cooperative learning groups, peer editing, modeling, and outcome-based approaches that improve student achievement. SST Coordinator, Gifted Liaison, English Department Chair

Honors

School Representative for BC Curriculum Development, Editor for BC Schools Self-Study document, Bartow Foundation Grant Recipient—5 times, STAR Teacher, Teacher of the Month, Visiting Team Member SACS Evaluation, Textbook Adoption Committee, International Baccalaureate Teacher of the Year, Language Arts Teacher of the Year, Who's Who Among American Teachers, Etowah Foundation Graduate Student Scholarship, Invited Presenter—Kennesaw Mountain Writing Project

Education

Lincoln Memorial University, Harrogate, TN. Educational Specialist. *Summa cum laude*.

Kennesaw State University, Kennesaw, GA. Master of Arts in Professional Writing. *Summa cum laude*.

Berry College, Rome, GA. Bachelor of Science in Psychology and Elementary Ed. *Magna cum laude*.

Emory University, Oxford College
Associate of Arts. *Cum laude*