

# Charron Moczygemba

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Writing Portfolio - <https://charronmoczygemba.journoportfolio.com>

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## PROFESSIONAL SUMMARY

Distinguished **Historian, Published Author, and Editorial Professional** with a Master of Arts in History and over 20 years of experience in archival research, manuscript development, and instructional leadership. Expert in the end-to-end publishing lifecycle, specialized in translating complex historical data into published nonfiction and educational curricula. Currently leveraging advanced organizational and cataloging expertise as a professional Music Librarian.

## PROFESSIONAL EXPERIENCE

**MUSIC LIBRARIAN & SECRETARY** | Crossroads Baptist Church | 2022 – Present

- **Archival Management:** Direct the organization, cataloging, and digital preservation of an extensive music library, ensuring 100% retrieval accuracy.
- **Administrative Oversight:** Manage high-volume record-keeping and correspondence, maintaining rigorous standards for data integrity and organizational flow.

**PUBLISHED AUTHOR & INDEPENDENT PUBLISHER** | 2024 – Present

- **Technical Publishing:** Lead all phases of Kindle Direct Publishing (KDP), Ingram Sparks - including manuscript formatting, PDF, SEO-optimized metadata, and professional cover design.
- **Consultancy:** Authored a strategic guide for independent writers, establishing authority in the self-publishing market.

**EDITOR & GHOSTWRITER** | 2023 – Present

- **Substantive Editing:** Serve as Content Editor and Ghostwriter for upcoming 2026/2027 titles, managing narrative flow and stylistic consistency.
- **Technical Editing:** Perform structural and copy edits for theological and historical manuscripts prior to Amazon publication.

## SELECTED BIBLIOGRAPHY

### Historical Nonfiction

- *The United States Presidents: Washington to John Q. Adams* (Book 1)
- *The United States Presidents: Jackson to Fillmore* (Book 2)
- *The United States Presidents: Pierce to Lincoln* (Book 3)
- *Hidden Secrets of the Royal Mile* (1st & 2nd Ed.)
- *Boston's Historic Legacy: The Freedom Trail and the Matrix of Liberty*

### Professional Development & Children's Literature

- *Confessions: How to Become an Indie Author*
- *The Colors of Us*

## CORE COMPETENCIES

- **Editorial:** Historical Research, Manuscript Evaluation, Content Editing, Proof Editor Ghostwriting, KDP.
- **Design:** Canva (Graphic Design), E-book & Paperback Layout, Cover Design, Procreate, Design Space.
- **Technology:** Microsoft Office 365, Google Workspace, AI-Assisted Writing (ChatGPT, Google AI).

## EDUCATION

- **Master of Arts in History (Honors)** | American Military University
- **Bachelor of Liberal Arts in History (Summa Cum Laude)** | Ashford University