

# Katie Valley

katievalley@outlook.com

katievalley.com

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## EDUCATION

*Bachelor of Art in Journalism and English*, Oakland University, Rochester, MI

GPA 3.93

- Minor in French Language
- Sigma Tau Delta English Honor Society
- Honors College, thesis completion
- Dean's List, 2016-2020

## EXPERIENCE

**Content Editor, Campus Editor**, The Oakland Post

Dec 2018 – April 2020

- Edited stories in accordance with AP Style regulations and provided guidance to improve staff writing skills
- Managed reporter and contributor teams, providing progress reports to ensure writing development
- Wrote campus-oriented stories concerning news and event coverage, profiles, reviews and opinion pieces
- Helped produce print edition of newspaper for distribution to 5,000 OU students and faculty each week
- Facilitated communication with university personnel and students to build a network of sources
- Co-piloted the newspaper through the coronavirus, writing news stories and connecting with administration

**Reporter**, Oakland University News Bureau

Jan 2018 – April 2018

- Published eight stories covering topics ranging from entertainment to controversy
- Enacted and met reporting deadlines to guarantee dependability and publishing efficiency
- Arranged timely interviews with sources, including technicians and business owners
- Discussed projects in progress and utilized constructive feedback to improve my work

Oakland University Writing Center

Sept 2016 – April 2020

**Consultant Mentor (2017-2020)**

- Assisted students with the writing process via brainstorming, reorganization and grammar
- Advised campus writers on accepted formatting styles for academic writing
- Collaborated with students from different educational backgrounds to develop critical thinking skills
- Facilitated academic integrity by guiding sanctioned writers through Cite Right, a plagiarism prevention program
- Contributed to Consult Right, a new consultant training program, before its enactment in September 2017

**AP Style Editor (2018-2020)**

- Served as lead editor for a WC collaboration with an OU School of Engineering publication
- Oversaw other consultants on AP Style editing and ensured edits and suggestions were properly communicated

**Research Assistant (2018-2019)**

- Pioneered and presented an archival project depicting the center's history through a timeline and data compilation
- Compiled data to justify the expansion of writing center services
- Created and archived a 25-year history of the Michigan Writing Centers Association's annual Ideas Exchange
- Presented at regional and international writing center conferences to share current research on OU interventions

**Receptionist (2016-2017)**

- Executed excellent customer service that created a friendly environment conducive to center success
- Communicated with clients to build rapport between students and writing center services

**OU Prison Arts Project Member**, Thumb Correctional Facility, Lapeer, Michigan

Jan 2020 – March 2020

- Assisted in weekly creative writing workshop with 30 inmates, covering flash fiction, journalism and poetry
- Led program's first journalism writing workshop, where members shared their own editorial pieces
- Piloted miniature workshop groups, reading and offering constructive feedback of members' work
- Program was shut down early due to coronavirus concerns revoking visitor access to facility

**Embedded Writing Specialist**, Oakland University Department of Writing and Rhetoric

Aug 2018 – Dec 2019

- Attended class session weekly to aid professor in student instruction in basic writing classes (coded WRT 1020)
- Presented MLA citation to students, facilitated peer editing and enhanced students' writing foundational skills
- Served as liaison between the writing class and the OUWC by assisting students at writing center
- Strived to instill knowledge of writing, writing center support to lead students to success in first-year writing courses

**Campus Social Media Representative**, Serengetee LLC., Remote Jan 2018 – Jan 2019

- Established and maintain cooperative relationships with community leaders, employees and consumers
- Executed campus outreach through product marketing tactics and sales competitions
- Promoted product awareness and agendas with personal social media posts tailored to corporate standards
- Created Serengetee representative projects that highlighted important aspects of the business

## PROJECTS

**AP Style Writing Resources** Jan 2019 – Aug 2020

- Created a comprehensive, 40-page set of AP Style resources, coupled with Honors College written thesis
- Tested resources on 32 OU Introduction to Journalism students in the winter 2020 semester (pre-COVID-19)
- Used by OU Introduction to Journalism and Advanced Newswriting and Editing classes starting fall 2020
- Accessible on my website, with 150+ unique visitors in first month of classes: [katievalley.com/ap-style-resources/](http://katievalley.com/ap-style-resources/)
- View more about the creation of the resources: [katievalley.com/creation-of-ap-style-writing-resources/](http://katievalley.com/creation-of-ap-style-writing-resources/)

**MiWCA Ideas Exchange Written History, OU Writing Center Archival Project** June 2018 – April 2020

- Scanned and archived 25 years of the Michigan Writing Centers Association Ideas Exchange
- Compiled the most notable events from 1994-2019 into a written history to best preserve conference records
- Wrote a history of the OU Writing Center containing usage data, staff records, and accomplishments
- Presented research at the 2018 MiWCA Ideas Exchange at the University of Michigan-Flint
- View more information about my archival work: [katievalley.com/miwca-archival-project/](http://katievalley.com/miwca-archival-project/)

**Frankenmuth News Redesign** Feb 2019 – April 2019

- Created a four-page mock redesign of Frankenmuth News with an original center spread story and photography
- Drafted a creative brief explaining the necessity of the redesign and drew thumbnail sketches of the newspaper
- Implemented my own style guide to standardize design for future newspaper and newsletters
- Designed an accompanying digital email newsletter to attract more online readership
- View the redesign: [katievalley.com/frankenmuth-news-redesign-project/](http://katievalley.com/frankenmuth-news-redesign-project/)

## LEADERSHIP

**President, Treasurer**, Student Writers Group at OU, Oakland University Sept 2017 – April 2020

- Served as chief decision-maker and sole compiler of the *Swallow the Moon* literary journal
- Edited 140 submissions from 50+ authors for the journal, reviewing organization, grammar and syntax
- Published and distributed copies of the journal to the university student body
- Managed financial accounts to ensure proper management of organization activities

**Vice President**, Sigma Tau Delta English Honor Society, Oakland University April 2018 – April 2020

- Assisted in event planning, member recruitment through class visits and flyer creation and distribution
- Hosted and sponsored events concerning appreciation of English literature and other related topics
- Recruited new members by visiting English classes, distributing flyers and compiling informational group posts

**Judiciary Committee Sub-Chair**, Oakland University Student Congress May 2018 – May 2019

- Discussed and implemented constitutional updates through weekly voting and group editing
- Contributed clarification and grammatical changes to style bylaws, following OUSC Code of Conduct
- Approved OUSC meeting absence requests in accordance with Judiciary Committee Code of Conduct

## JOURNALISM PUBLICATIONS

- The Oakland Post: [OU researchers contribute to ending mudsnail invasions in Michigan waters](#)
- The Oakland Post: [Biology student once nicknamed 'Uppercase A' earns highest GPA in department](#)
- The Oakland Post: [Pescovitz offers campus to Beaumont to house COVID-19 patients, testing sites](#)
- OU News Bureau: [Business Cats take on Rust Belt Market](#)
- OU News Bureau: [Spay, neuter clinics tackle a problem](#)
- Link to my complete portfolio of published writing: [katievalley.com/published-work/](http://katievalley.com/published-work/)

## CREATIVE WRITING PUBLICATIONS

- *Swallow the Moon* literary journal: Published 11 poems and one French short story in 2017-2020 volumes
- *Nuestras Voces* journal: Awarded best French poetry submission, 2017