

Katie Valley

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katievalley.com

Bachelor of Arts in Journalism and English

Minor in French Language

Oakland University, Rochester, MI

Honors College, GPA 3.93

OBJECTIVE

Highly adept college graduate seeking employment to enhance critical thinking, problem-solving and communication skills

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 writing skills
- Managed reporter and contributor teams and offered progress reports to ensure writing development
- 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, producing content and connecting with administration

Reporter, Oakland University News Bureau Jan. 2018 – April 2018

- Published eight stories covering topics ranging from entertainment to controversy, effectively networking with sources
- Enacted and met reporting deadlines to guarantee dependability and publishing efficiency
- 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, documentation and grammar
- 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

AP Style Editor (2018-2020)

- Served as lead editor for a writing center 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
- 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

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

Embedded Writing Specialist, Oakland University Department of Writing and Rhetoric Aug. 2018 – Dec. 2019

- Attended class session weekly to aid professors of basic writing classes (coded WRT 1020) in student instruction
- Presented MLA citation style to students, facilitated peer editing and enhanced students' writing foundational skills
- Instilled knowledge of writing, writing center support to lead students to success in first-year writing courses

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 and published submissions from 50+ authors for the journal, reviewing organization, grammar and syntax

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

RELEVANT SKILLS

- Extensive AP Style knowledge and refined ability to coach developing writers
- Created a comprehensive set of AP Style resources for Honors College thesis project, accessible online
- Knowledgeable about Adobe InDesign software and WordPress interface
- Fluent in written French and proficient in spoken French
- Accomplished in social media writing and blog-posting