WORK EXPERIENCE

Associate Professor of English, Berkshire Community College

(August 2014—present)

- Design and teach a variety of courses including composition, developmental writing, literature, and creative writing
- Design and teach on campus, hybrid, and online courses
- Co-creator and coordinator of the Writing Center
- Serve as faculty advisor to the Center for Teaching and Learning
- Serve as Instructional Designer on a Title III Grant, overseeing the redesign of gateway courses in multiple disciplines, coordinate professional development for faculty

Adjunct Instructor, Berkshire Community College

(August 2012—present)

• Responsible for designing and teaching a variety of courses including composition, developmental writing, literature, and creative writing

Anthology Editor, The Missouri Review

(August 2010—July 2011)

- Created *textBOX*: an online anthology of fiction, essays and poetry accompanied by supplementary teaching materials, designed for use by students and teachers of contemporary literature and creative writing
- Supervised teams of undergraduate interns working on various aspects of the anthology
- Oversaw all aspects of the creation and development of the anthology including production of supplementary materials, copyright permissions, website design, outreach and marketing

Graduate Instructor, University of Missouri - Columbia

(August 2009—May 2010)

• Developed and taught a literature-based composition course, and an introductory creative writing course

Tutor: Writing Lab at University of Missouri – Columbia, Student Services (August 2008—August 2009)

• Worked one-on-one with students addressing higher and lower level concerns in their writing

Teaching Assistant, Massachusetts College of Liberal Arts, North Adams, MA (Spring 2007)

- English 340: Literature and Society (with Professor Annie Raskin)
 - Assisted in syllabus creation, leading class discussions, and developing paper assignments

Freelance Web and Graphic Design, Berkshire County, MA; Columbia, MO (July 2002—August 2014)

 Design and build websites for local businesses and individuals using Wordpress and other content management systems Produce print and web advertisements, brochures, business cards, posters and other promotional materials for multiple local clients, both for-profit and not-for-profit, using the Adobe Creative Suite

Marketing Director: Railroad Street Youth Project, Great Barrington, MA (October 2001—August 2003)

- Responsible for organization advertising, including graphic design and placement
- Planned and oversaw projects developed by area young people
- Designed and published literary magazine for local writers
- Designed and created website to facilitate wider community access to programs

EDUCATION

*University of Missouri – Columbia*Master of Arts in English – Creative Writing: Fiction (August 2010)

Massachusetts College of Liberal Arts
Bachelor of Arts in English/Communications with a concentration in creative writing
(May 2007)

Berkshire Community College Associate of Arts: Liberal Arts (August 2005)

Professional and personal references available upon request.