

Katie Shafsky

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Editorial Experience

Copy Editor, POPSUGAR

New York, NY | 1/17-Present

- Edits content across platforms (editorial, marketing, sales, video)
- Edits for grammar, punctuation, clarity, voice, style, and accuracy
- Works with teams of editors on native and branded content
- Manages high volumes of content on tight hourly deadlines

Education Product Copy Editor, General Assembly

New York, NY | 8/17-11/17

- Reviewed instructional content for consistency with brand voice
- Edited for grammar, clarity, and comprehension across skill levels
- Helped develop style guides and best practices for all content
- Worked with instructional designers to meet strict deadlines

Freelance Production Editor, DealNews.com

New York, NY | 7/17 - 10/17

- Formatted freelance features for publishing using HTML
- Edited for grammar, tone, style and structure
- Handled photo selection & fact checking for features

Education News Intern, Advance Media Group

Syracuse, NY | 1/17 - 5/17

- Reported & wrote about local schools & universities
- Assisted editor in story conception & execution
- Analyzed data to conduct city school board reports

Head Copy Editor, 360 Magazine

Syracuse, NY | 1/17 - 5/17

- Collaborated with section editors to ensure accuracy
- Edited for grammar, AP Style, voice & accuracy
- Accounted for possible legal & ethical issues

Arts & Culture Editor, Pipe Dream

Binghamton, NY | 4/15 - 5/16

- Generated creative content & organized event coverage
- Managed & edited stories for a staff of 40 writers
- Wrote features & breaking arts news

Administrative Experience

Graduate Assistant, Syracuse University

Syracuse, NY | 8/16 - 5/17

- Designed recruitment materials using Adobe Creative Suite
- Managed brand & content across social media platforms
- Facilitated communication with alumni & students
- Managed Newhouse Insider blog & team of bloggers

Student Administrative Assistant, Binghamton University

Binghamton, NY | 8/13 - 5/16

- Completed tasks such as answering phones, inputting data, directing & editing office communications, & assisting office staff
- Communicated with students to address residential life questions & concerns

Education

S.I. Newhouse School of Public Communications | 5/17

MA in Magazine, Newspaper and Online Journalism

Honors & Awards: Dean's List Scholarship

Graduate School Master's Prize

Binghamton University | 5/16 | Summa Cum Laude

BA in English: Creative Writing and Global Culture

Honors & Awards: English Departmental Honors

Donald D. Blake Award, Fred Handte Memorial Award

Skills

Software & Systems

Adobe Creative Suite; Adobe Premiere; Google Analytics; Wordpress; Microsoft Office Suite; Keynote; UI/UX Design

Social Media

Facebook; Twitter; Snapchat; Instagram; LinkedIn; Pinterest

Management

Trello; Slack

Technical Languages

AP Style; Chicago; APA; SEO; HTML; CSS; GitHub