

# Jenna DeWitt

575-714-4889

<http://jennadewitt.com>

JennaDeWitt@gmail.com



## Relevant Skills:

- Editing in AP Style and Chicago Manual of Style
- Writing and interviewing
- Managing social media for businesses and publications
- Collaborating with contributors to improve writing quality and clarity
- Experience in Microsoft Office, InDesign, InCopy, Google Drive, Slack, Trello, web content systems

## Education:

### **Baylor University**

Bachelor of Arts: News-editorial journalism

Graduated: May 2011 Magna Cum Laude

GPA: 3.89 Major GPA: 4.0

### **George Washington University Semester in Washington**

Certificate: Social Media and Current Events  
Summer 2010

### **University of Oxford**

Baylor in Oxford Study Abroad Program  
Summer 2009

## Christianity Today Copy Editor

November 2015 – Present

**Duties:** Edits print and online articles for Christianity Today, manages reader feedback, compiles letters to the editor, reviews unsolicited manuscripts and pitches, oversees table of contents and staff page of magazine.

## Freelance Copy Editor

2009 – Present

**Duties:** Copy edits and beta reads novels, non-fiction, business letters, social media campaigns, blog posts, devotionals, workbooks, curriculum, research findings reports, and a variety of other publications and media.

## Student Life Marketing Editor and MORF Magazine Managing Editor

June 2011 – May 2015

**Duties:** Wrote and edited articles, managed social media, communicated with contributors and publicists, posted web content, chose excerpts from books for newsletters, edited marketing and camp materials, set editorial calendar, researched industry trends.

## Focus Magazine Editor

August 2009 – May 2010, January 2011 – May 2011

**Duties:** Managed large number of contributors from reporting, photography, and design classes in the journalism department, governed content and design, wrote articles, shot accompanying photos, edited submitted articles, maintained website, represented publications staff at university events, communicated with area nonprofits.

## The Baylor Lariat

### Arts and Entertainment Editor

August 2010 – December 2010

**Duties:** Wrote and edited articles, editorials, reviews and columns, managed reporters and photographers, designed arts and entertainment section, conducted interviews with internationally known musicians, speakers and authors. Also covered academic news and student life of the university.