

BRANDI SCHLOSSBERG

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Education

Bachelor of Journalism
University of Missouri, Columbia
Graduated cum laude, June 2000

Experience

Freelance Writer, Editor and Proofreader

July 2005 to present (telecommute)

- Write features, sidebars and short articles; produce newsletters and marketing brochures; craft media kits, informational scripts and speeches; generate Web content.
- Transform raw text into polished copy.
- Proofread content from outside sources, checking for clarity, accuracy and grammatical errors.

Project Editor, RGJ Custom Publishing Group

February 2006 to August 2007 (Reno, Nevada)

- Created customized magazines, directories, brochures and various marketing material for high-profile clients, from inception to completion.
- For each publication, coordinated content plans and production timelines; generated story and art ideas; hired and managed freelance writers, photographers and artists; edited all content; wrote copy as necessary; and secured client sign-off on the material.
- Managed RENO Magazine's SEEK section, generating, assigning, editing and writing articles based on the mind, body, spirit and nature.

Associate Editor, MASSAGE Magazine

July 2001 to July 2005 (Santa Cruz, California)

- Wrote four-to-six department and feature articles per issue, covering all aspects of complementary health care from an angle relevant to practitioners.
- Sought the latest peer-reviewed research on complementary care for conditions such as breast cancer, multiple sclerosis, migraines and AIDS; secured permission to use the research; and rewrote it in compact, digestible form.
- Stuck to a strict copyediting schedule, proofreading all material that goes into this 200-page, international, monthly glossy.
- Maintained a stable of freelance writers to review books and music; determined what material would be reviewed; and managed the review budget.

Assistant Editor, The Benicia Herald

July 2000 to July 2001 (Benicia, California)

- Wrote two articles per day, covering the arts; youth and education issues, including school-board meetings; and some city-council meetings.
- Copyedited articles; wrote captions and headlines; managed photographers; and designed the newspaper with QuarkXPress.

Intern, The Bear Deluxe Magazine

Summer 1999 (Portland, Oregon)

- Sifted through submissions to help select articles, poetry and artwork for the magazine, which focuses on exploring environmental issues through the creative arts.
- Searched the Web and hard-copy sources for leads; wrote articles; and copyedited.

Skills

AP Style/Chicago Style

Computer-Assisted Reporting

Microsoft Office

Adobe InDesign/InCopy