MARYANNE GOBBLE

808 W. South Street • Raleigh, NC 27603 • (919) 452-0857 • maryanne.gobble@gmail.com

EDITORIAL MANAGEMENT PROFESSIONAL WITH

PROJECT AND WORKFLOW MANAGEMENT LEADERSHIP FOR NONPROFITS AND FOR-PROFITS
EXTENSIVE PUBLIC SPEAKING, TRAINING AND TEACHING EXPERIENCE
STRONG WRITING, EDITING AND RESEARCH SKILLS

FOR WRITING AND EDITING SAMPLES PLEASE VISIT WWW.MARYANNEGOBBLE.COM
TO VIEW MY LINKEDIN PROFILE PLEASE VISIT HTTP://WWW.LINKEDIN.COM/IN/MARYANNEGOBBLE

PROFESSIONAL PROFILE

Highly seasoned writer and editor with over 18 years experience and a strong project management background built on managing editorial operations, designing curricula, and running a successful freelance business.

- Execute writing and editorial projects on contract for both nonprofits and commercial organizations such as Ebsco, Duke University Press, Rowman Littlefield Publishing Group, and UNC-Chapel Hill, among others.
- Research, write, and substantively edit books, training materials, online content, grant applications, proposals, marketing collateral, and journal submissions.
- Set editorial vision and oversaw the entire content creation process, from conceptualization to production, as managing editor for a prestigious, peer-reviewed online journal; managed workflow, evaluated and selected articles for publication, edited manuscripts, and supervised staff.
- Instructed hundreds of students teaching eight different courses across four departments at the University of North Carolina at Chapel Hill; provided instructional design for the majority of those courses.
- Led teams of up to seven people and managed budgets.

SELECT ACCOMPLISHMENTS

- Successfully completed hundreds of writing and editorial projects in 11 years as an editorial and project management consultant, working under tight deadlines and often managing several projects concurrently.
- Elevated to senior editorial management role at *Innovate: The Journal of Online Education*; reinvented the publication's workflow, eliminating the backlog within six months and reducing response times to authors by 75%.
- Managed a content partnership with Microsoft, supplying articles for their higher education site; ensured compatibility with style guides, coordinated approvals, and integrated editorial approach with Microsoft team.
- Designed course structure and provided instruction, including presentation, evaluation methods and criteria, supplemental materials, multimedia resources, and classroom management, for 10 undergraduate classes at UNC.
- Managed research projects and studies, including study design and administration, data analysis, and summary report writing, at a boutique management consulting firm.
- Published in several academic journals; presenter at five regional conferences; recipient of two year-long academic fellowships; and finalist for the Carnegie-Mellon Fellowship Program.

EMPLOYMENT HISTORY

Freelance Writer, Editor and Project Manager | 1998—Present

Innovate: The Journal of Online Education (Durham, NC) | 2006—2009
Managing Editor 2007—2009
Associate Editor 2006—2007

University of North Carolina at Chapel Hill (Chapel Hill, NC) | 1997—2004
Teaching Fellow, Comparative Literature | 1997—2004
Assistant to the Director, Department of Speech and Hearing Sciences | 1998—1999

Work Management Institute (Arlington, VA) | *Analyst and Technical Writer* | 1991—1993

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EDUCATION

University of North Carolina at Chapel Hill (Chapel Hill, NC) | *PhD in Comparative Literature* | 2004
University of North Carolina at Chapel Hill (Chapel Hill, NC) | *MA in Comparative Literature* | 1998
University of Maryland (College Park, MD) | *BS in Business Management* | 1991

TECHNICAL SKILLS

Mac and PC proficient; MS Office; iWork Suite; InDesign; Acrobat 8; basic HTML, XML, and CSS; familiar with working within CMS such as Blackboard and others; WordPress; FTP software (Fetch for Mac and Filezilla for Windows and Mac); Express Scribe transcription software; proficient in French and Spanish, basic reading knowledge of Russian.

COMMUNITY SERVICE

Artwalk (Raleigh, NC) | *Volunteer and jury member for a prominent charitable juried art show*
Moore Square Middle School (Raleigh, NC) | *Parent volunteer*
Wake County Public Schools (Raleigh, NC) | *Member, Superintendent's Parent Advisory Council* (2009-2012)
Delegate, Superintendent's Summit (2009-2012)