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PROFILE

Manager, editor, and writer with experience in government, association, and corporate communications. Award-winning reporter. Trilingual: English, French, and Portuguese.

PROFESSIONAL EXPERIENCE

Nairobi, Kenya

1998-2001

Freelance Writer, Editor

USAID: Wrote and designed three annual reports and highlights on the Greater Horn of Africa Initiative. Edited and did desktop layout of 300-page report on lessons learned from the U.S. Embassy/Nairobi bombing. Edited reports for USAID/Washington. Wrote, produced weekly newsletter for American community. **Management Sciences for Health:** Edited manuals and reports on health care financing reform. Wrote flyers for end-of-project conference. **World Resources Institute:** Researched and wrote ecosystem analysis of Machakos, Kenya.

Conwal, Inc., McLean, VA

1995-1998

Project Director

USAID Center for Development Information and Evaluation: Managed editing-publishing contract. Supervised two full-time and numerous freelance staff to edit and develop into camera-ready copy 50 reports a year, including annual report. Produced quarterly newsletter.

American Psychological Association, Washington, DC

1986-1994

Editor/Production Manager/Managing Editor

Produced monthly, 88-page newspaper, *APA Monitor*, with \$1 million operating budget. Supervised full-time staff of nine and numerous freelance artists and writers, a librarian, typographers, and printer. Determined content, assigned 50 articles and 15 drawings and photographs per issue, wrote articles, edited copy, did lay out. Managed transition to desktop publishing.

National Association of College & University Business Officers Washington, DC, 1984-1986

Reporter/Book Editor

Edited books on student financial aid, hazardous waste management, and risk management. Wrote articles on higher education management.

Greenwich (CT) Time, Roll Call (DC), and The Alexandria (VA) Gazette

Newspaper Political Reporter

1981-1984

Reported on state, local, and city issues as well as courts, housing, the environment, health, and transportation.

- VA Press Association 2nd place award for in-depth/investigative reporting on homelessness, 1984.
- Alexandria Forum recognition for series on black voter registration, 1984.
- First place award for combination story/pictures on laser surgery.

EDUCATION

M.S., Journalism, Columbia University, 1981. Graduated third in class.

- American Tentative Society science writing award, 1980.

M.A., Communications, Fairfield (CT) University, 1979.

B.S., French and Portuguese, minor in English, Georgetown University, 1974.

- Studied at the Sorbonne during Junior Year Abroad in Paris.
- Phi Beta Kappa; Sigma Delta Chi; Phi Lambda Beta (Luso-Brazilian Honor Society); Brazilian Embassy Award for Excellence, 1974.

AFS International Scholarship to Vitoria, Espirito Santo, Brazil, senior year of high school.