

Catherine Miller

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1367 Fairway Dr.
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EDUCATION

- **Radcliffe Publishing Course**, 2010
- **The College of William and Mary**, Williamsburg, VA
B.A. in English, May 2010. Overall GPA - 3.04/4.0 English GPA 3.3/4.0

RELATED EXPERIENCE

The Flat Hat

Campus Newspaper, *Managing Editor*, 2009-2010 - responsible for overall copy editing, overseeing production staff and writers, and final layout and design of a 14-16 page weekly newspaper with a circulation of 7000; *Opinions Editor*, 2008-2009 - responsible for selecting submissions published, copy editing, and layout of section; *News reporter*, 2007-2010; *Production Manager*, 2007-2008 - designated section divisions and pages, and responsible for overall layout, including final proofing; *Advertising Supervisor*, 2006-2007.

Gallery of Writing

Campus Literary Magazine, *Assistant Editor*, 2009-2010 - attended substaff meetings (fiction, non-fiction, art and poetry) to oversee selection of works for a biannual magazine, supervised design of magazine and edited submissions for clarity, length, and style; *Production Manager*, 2008-2009 - responsible for on-campus publicity, copy editing, proofreading, layout and design of magazine.

Society for Collegiate Journalists

Journalism Honor Society, *Vice President*, 2009-2010 - helped organize a writing, editing, and design seminar with area journalists and advertising designers, oversee functions surrounding annual visit by William and Mary Journalist-in-Residence, and help coordinate annual fund-raising effort. Inducted, Spring 2007.

College of William and Mary

Designer and publisher of four to six page month monthly newsletters for the Department of Facilities Management and the Affirmative Action Office (an hourly employee position), Summer/Fall 2009 - February 2010.

HONORS

- Awarded the 2010 Ferguson-Blair Scholarship (\$3000) to attend Radcliffe Publishing Course.
- *Honorable Mention*, 2009, opinions page design, Society for Collegiate Journalists' Publications & Broadcasting Contest.
- *Honorable Mention*, 2008, opinions page design, SCJ Publications & Broadcasting Contest.

OTHER EXPERIENCE

- **Hostess**, Comedy Club at the Ramada Restaurant, Summer/Fall 2008 and 2009
- **Acquisitions Assistant**, Swem Library, College of William and Mary, Summer 2008
- **Orientation Aide** for incoming freshmen, Fall Semester, 2007. Acquainted 21 freshmen with College policies and college living over the course of their first semester.

PERSONAL DATA

- Excellent intrapersonal skills, well traveled, 45 WPM on word processors, expert with Macintosh word processors, graphics, and Aldus Pagemaker 3.0 programs, conversant in German.