

# Beth Goers

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## ACHIEVEMENTS

- First female winner of the Savannah Silver Screen Society Grant (2007)
- Outstanding Achievement Award in Professional Writing (2008)

## EXPERIENCE

### **Editorial Assistant, Pearson Education, Glenview, IL January 2010 – Present**

- Editing elementary Math products
- Reviewing pages using Adobe Acrobat Pro and Kodak InSite
- Creating and maintaining workflow documents and production schedules
- Tracking progress on multiple ongoing projects

### **Editorial Assistant, McGraw-Hill, Chicago, IL October 2009 – January 2010**

- Editing content for reading level
- Updating schedules in Excel and Google Docs
- Performing cold reads
- Fact checking

### **Editorial Assistant, Pearson Education, Glenview, IL November 2008 – May 2009**

- Providing administrative support to Editorial staff in the Math Team
- Proofreading educational materials
- Interacting regularly with editors, project managers, editorial coordinators, production staff and proofreaders
- Preparing transmittal forms

### **Intern, Say It Right, Tybee Island, GA Summer 2008**

- Writing a technical manual covering everything from invoices to copyright laws
- Copy editing workbooks including *Weave a Sound Word Web*, by Lisa Sargisson
- Proofreading and correcting web pages
- Writing product descriptions, press releases, directory listings and promotional material
- Providing input on design decisions

## **ADDITIONAL EXPERIENCE**

- Working with Emmy-winning producer Barry Rosenbush writing a feature-length screenplay
- Editing educational books and games including *The Entire World of S & Z Curriculum Book*, by Sheila McGovern, *Learn With Yoga: ABC Yoga Cards for Kids*, by Christine Ristuccia and *Artic Attack*, by Kim Lewis
- Staff Writer for an award-winning weekly student newspaper, *District*
- Grant Writer at National Alliance on Mental Illness (NAMI)
- Volunteer at Misericordia, a home for children and adults with developmental disabilities
- Server at Washington Square Retirement Home

## **SKILLS**

- Excellent written, verbal and visual communication skills
- Superior editing, researching and time-management skills
- Ability to produce quality work in a deadline-intensive environment
- Organized, detail-oriented and able to juggle multiple projects simultaneously
- Capacity to work independently and effectively in groups
- Proficient in Microsoft Office Suite, Final Draft, Adobe Acrobat and Photoshop
- Experience with blogging, social networking and Internet research databases

## **PUBLICATIONS**

- "Pregnant? Worried?," *Connect Savannah*, October 2008
- "Crisis in the Congo," *District*, May 2008
- "Food Crisis is a Silent Tsunami," *District*, May 2008
- "Worth It: Quarterlife," *District*, April 2008
- "Willful," *Artemis Literary Journal*, Spring 2007
- "The Way Christmas Should Be," *Artemis Literary Journal*, Spring 2006

## **EDUCATION**

### **Savannah College of Art and Design, Savannah, GA**

- Bachelor of Fine Arts in Professional Writing
- Graduated Cum Laude May 31, 2008

*References available upon request.*