

JACLYN ANDREA REED

EDUCATION

- Western University, London, ON, Canada
Ph.D. in English (in progress), Faculty of Arts and Humanities **Fall 2015 – Present**
- University of Denver, Denver, CO, USA
M.A. in English Literary Studies, Arts, Humanities & Social Sciences College **Fall 2011 – Spring 2013**
GPA: 4.0
Thesis: “The Caustic Pen is Mightiest: A Tradition of Female Satire in the novels of Jane Austen, Ivy Compton-Burnett, and Muriel Spark”
- University of Nebraska, Lincoln, NE, USA
B.A. in English, Arts and Sciences College **Fall 2001 – Spring 2005**
Concentration: Creative Writing
Minors: French, History
GPA: 3.84
Senior Honors Thesis: “No Room in the Oven” (80-page novella)

ACADEMIC AWARDS

- President’s Entrance Scholarship (Western University) 2015
Dean’s Scholarship (University of Denver) 2011 – 2013
Alpha Lambda Delta National Honor Society
Golden Key National Honor Society
Phi Eta Sigma National Honor Society
University Honors Program and Book Scholarship (University of Nebraska) 2001 – 2005
New Nebraskan Scholarship 2001 – 2005

PROFESSIONAL EXPERIENCE

- Teaching Assistant, Western University, London, ON, Canada** **September 2015 – Present**
Provide marking assistance to course instructor. Hold weekly office hours and provide one-on-one support for students. Plan and teach two weekly tutorials of approximately 10-15 students each from September 2016 – April 2018.
- Summer Research Assistant, Western University, London, ON, Canada** **Summers 2016, 2017 & 2018**
Provide research assistance to professors as follows: update theatre studies alumni records for Alumni Relations; create index subject list for manuscript; track down images and secure copyright permissions for book project; and index and proofread book manuscript.
- Tutor, Reading Town, London, ON, Canada** **July 2017 – Present**
Provide one-on-one and two-on-one reading and writing assistance and college preparation for high school students.
- Freelance Blogger, Montegra Capital Resources, Ltd., Denver, CO, USA** **March 2013 – Present**
Research and write blogs and articles on financial topics related to commercial real estate investment, hard money, and private capital lending.
- Administrative Assistant/Technical Editor, Itasca Denver, Inc., Lakewood, CO, USA** **August 2013 – August 2015**
Edit technical memos, reports, proposals and other documents and presentations for staff hydrogeologists. Develop curriculum for and teach a four-week course on grammar and technical writing. Work one-on-one with staff members improve their writing skills. Perform administrative duties and provide support for technical staff.
- Proofreader/Production Coordinator, The Boss Group, Dallas, TX, USA** **June 2009 – July 2011**
Proof internal and external printed and online documentation, websites, pamphlets and other marketing pieces for the Boy Scouts of America media studio. Perform administrative and production coordinator duties to facilitate workflow. Copy edit and prepare manuscripts for graphic specialists.
- Freelance Copy Editor, Creative Circle, Dallas, TX, USA** **December 2008 – April 2009**
Proof and edit info sheets and advertising pieces for Samsung Mobile phones and a weekly marketing newsletter email blast. Write and revise technical and informal copy. Revise and expand style guide to implement consistency in publications.

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Copy Editor, RAZOR Custom-Built Marketing, Addison, TX, USA

March 2008 – September 2008

Proof direct marketing pieces for Rent-A-Center, Domino's, Wendy's, and Baskin-Robbins.

Proofreader/Writer, Metropolitan Press, Dallas, TX, USA

August 2005 – February 2008

Proof and edit copy for monthly publication. Write articles and content for full-color publication, article book and monthly supplements. Provide client support and assistance to Production Manager and Editor. Typeset and format newsletter. Initiate and develop systems to increase the efficiency of the production process.

PRESENTATIONS & PUBLICATIONS

"Fashioning an Aristocratic Identity for Posterity: Anne Clifford and the Rhetoric of Clothing." Presented at Western University in London, ON, as part of the Fieldnotes Speaker Series, May 2017, and at Western Michigan University in Kalamazoo, MI, at International Congress on Medieval Studies, May 2018.

"Shirley Jackson's Urban Space Conspiracy: Paranoia and Female Theorization in 'Pillar of Salt' and 'Nightmare.'" Presented at DIS/EASE: 2016 DAGSE Conference at Dalhousie University in Halifax, NS, August 2016.

"The Caustic Pen Is Mightiest: A Tradition of Female Satire in the Novels of Jane Austen, Ivy Compton-Burnett, and Muriel Spark." Presented at the University of Denver English Department Roundtable, May 2013.

LANGUAGES

French – speak, read and write with proficiency; studied in Quebec City, Summer 2003

Spanish and German – basic reading comprehension

MEMBERSHIP & ACTIVITIES

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| Study Abroad – Quebec City, Laval Université | Summer 2003 |
| Harper/Schramm/Smith Resident Association (Floor Representative) | 2003-2004 |
| Undergraduate English Organization (Treasurer) | 2004-2005 |
| Vagina Monologues (acted in) | Winter 2005 |
| Graduate English Organization (Social Coordinator) | 2016-2018 |
| Society of Graduate Studies 50 th Anniversary (Tour & Silent Auction Committees Member) | 2018 |

ADDITIONAL EXPERIENCE

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| Designer Shoe Warehouse, Dallas, TX, USA (Sales Associate) | Apr. 2009 – July 2009 |
| Department of English, University of Nebraska, Lincoln, NE, USA (Student Office Assistant) | Aug. 2004 – May 2005 |
| Office of Admissions, University of Nebraska, Lincoln, NE, USA (Student Telecounselor) | Sept. 2003 – Apr. 2005 |
| Lee's Bookseller, Lincoln, NE, USA (Bookseller) | Aug. 2002 – May 2003 |
| Barnes & Noble Booksellers, West Des Moines, IA, USA (Bookseller) | Aug. 2000 – Aug. 2002 |
| B. Dalton Booksellers, Urbandale, IA, USA (Bookseller) | July 1999 – July 2000 |
| J.C. Penney's, West Des Moines, IA, USA (Sales Associate) | Apr. 1999 – Aug. 1999 |

QUALIFICATIONS & SKILLS

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| Microsoft Office Suite (includes Publisher & Access) | Indexing Skills |
| Windows XP/2000/ME/Vista/7 & Mac OS X | Exceptional Grammar Skills |
| Adobe Acrobat | Writing Experience (8+ years) |
| Goldmine, Talisma & Visual Fox Pro Databases | Editing Experience (8+ years) |

INTERESTS & HOBBIES

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| 19 th –21 st century British and Irish Women Writers | Backpacking |
| Romantic, Postwar, and Postmodern Literature | Hiking/Rock Climbing |
| Women's Studies | Quilting |
| Gender & Sexuality Studies | Baking |
| British, French and American history since 1789 | Team Trivia |