

RICHENDA GOULD

7 Henry Court, Plainsboro NJ 08536 • M: 609-721-2131 • richenda.gould@gmail.com • richendagould.com

PROFESSIONAL SKILLS

Writing: Copywriter for multiple small businesses, both print and online. BA concentration in fiction and scriptwriting.

Editing: Editor of two literary magazines, copy editor for popular design blog. Experienced in content editing, copy editing, and proofreading.

Internet and Desktop Publishing: Webmaster of multiple websites, managing forums and the production of e-zines. Extensive experience using HTML and CSS, proficient in content management systems WordPress and Joomla. Proficient in desktop publishing and graphics software, including MS Office, Adobe Illustrator, Photoshop Dreamweaver, and InDesign.

WORK HISTORY

- Snap2Objects.com**, Copyeditor Oct 2007-Present
- Edited and proofed articles prior to posting on design blog.
 - Worked with bilingual writers to make English prose fluid
 - Reviewed archive of posts, proofing for readability.
- TheNewCampus.org**, Web Admin and Project Manager, *New York, NY* Aug 2007-Dec 2008
- Built community-oriented site using Joomla! content management system and component.
 - Liaised with school newspaper (New School Free Press) and radio (WNSR).
 - Used WYSIWIG editor to create and maintain content.
- New School Free Press**, Web Admin, *New York, NY* Aug 2007-Dec 2008
- Instructed journalists and editors in use of Joomla.
 - Enabled photojournalism features, with slideshow embedded in articles.
- "Release" Literary Magazine**, Editorial Staff, *New York, NY* Aug 2007-Dec 2007
- Selected material for publication from submissions.
 - Proofread accepted materials.
 - Notified authors of acceptance and changes to manuscripts.
- Capital Partners Group**, Graphic Designer, *Fallsington, PA* 2005-2006
- Designed flyers, postcards, brochures, and other media.
 - Developed PowerPoint presentation for use at conferences.
- "Damn Pens!"**, Co-Founder, Administrator, and Web Developer, *Plainsboro, NJ* 2002-2004
- Configured and maintained message board for community of young writers.
 - Recruited new members from multiple online sources.
 - Designed and built bimonthly webzines featuring members' writing.
 - Critiqued and mentored other writers from a variety of backgrounds.

EDUCATION

- Eugene Lang College, The New School for Liberal Arts**, New York, NY Aug 2005-Dec 2008
- BA in Liberal Arts, Concentration in Creative Writing.
With Honors, Dean's List.

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PUBLICATIONS

Racing The Dark. Feminist Review. October 31, 2009.

The Hebrew Tutor of Bel-Air. Feminist Review. August 27, 2009.

[<http://feministreview.blogspot.com/2009/08/hebrew-tutor-of-bel-air.html>](http://feministreview.blogspot.com/2009/08/hebrew-tutor-of-bel-air.html)

Mating Rituals of the North American WASP. Feminist Review. July 30, 2009.

[<http://feministreview.blogspot.com/2009/07/mating-ritual-of-north-american-wasp.html>](http://feministreview.blogspot.com/2009/07/mating-ritual-of-north-american-wasp.html)

Conceal Your Age: Look Older Now! TheNewCampus.org. September 2008.

[<http://thenewcampus.org/index.php?option=com_content&task=view&id=100&Itemid=263>](http://thenewcampus.org/index.php?option=com_content&task=view&id=100&Itemid=263)

I Am a Compulsive Reader. 400 Words. 2006.

The Old Man and the Fly. Aspirations. 2003.

The First Time She Wore Pink. Aspirations. 2003.

The City of Hushed Voices. "<insert title here>". 2003.

The Housewife. Damn Pens! October 2003.

I Am. Damn Pens! October 2003.