

JEAN RATH

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TRAINED & EXPERIENCED COPY EDITOR, PROOFREADER, AND WRITER.

CAREER HIGHLIGHTS

THOUGHT-SIGHT CONSULTING, OTTAWA, 2007–PRESENT

Copy Editor

- Various content for Tangible Words Ltd., 2014 – present: email campaigns, interviews, presentations, training manuals, advertising booklets, website copy (including website click-throughs: checking all text and links before the website goes live), articles, meeting notes, business documents, awards submissions, blog posts (including developing style sheets), social media messages, content offers
- *Luyten's Star* by Nasreen Pejvack, 2019 (copy edited in preparation for submission to publishers)
- Website click-through for www.newfoundlandphototours.com, plus brochures and bio, 2019
- Photographers notes and location details, 2018 and 2019, for “Photographer’s Guide to Vancouver”, “Photographer’s Guide Nova Scotia” and “Photographer’s Guide Newfoundland” on www.photosnug.com
- *God at Work* by Marion Featherstone Ahlers, 2018
- *Paradise of the Downcasts* by Nasreen Pejvack, 2017 (self-published February 2018, distributed by McNally Robinson)
- A series of academic papers, May 2016
- *We Have a Voice* by Rob Parker, 2015 (self-published 2015)
- *Amity* by Nasreen Pejvack, 2013 (published by Inanna Publications, October 15, 2015)

Writer

- Copywriting for Tangible Words Ltd., July 2015 – present: website copy (Homepages, “about” bios, sector descriptions, descriptions of services and accommodation, incentives, meta-descriptions), training manuals, advertising brochure, video script, newsletter, blog posts, travel articles, LinkedIn summary, profiles, editorial, executive summary, news release, sales letter, text for PowerPoint sales presentation, onboarding emails, community profile, audit report, awards submissions, grant submission
- Article published in *The Townships Sun*, December 2017: “Demise of ‘a Rattling Good Paper’”
- Article published in *The Townships Sun*, May 2017: “Katimavik: Wood-Between-the-Worlds”
- Copywriting for HoopSoup website, June/July 2016: www.hoopsoup.com
- Article published in *The Townships Sun*, June 2015: “North Hatley: A Place to Live”
- Short whiteboard animation script, prepared for Nuance Fidelis Inc., 2014

CAREER HIGHLIGHTS CONT.

Proofreader

- Website content for Tangible Words Ltd., June 2016 and May 2017
- *Revised English Bible*, proofed output from reformatting of typesetting source (for use in a bible study program sold by Thought-Sight Consulting), 2009
- *The Four Prophets* by JB Phillips, proofed OCR'd text (for use in a bible study program sold by Thought-Sight Consulting), 2009

Other

- For Tangible Words Ltd., August 2016 – present: search for and analyze competitor websites; analyze client website content and layout; fact check and analyze on-line magazines to assess whether to pitch articles to the magazines; prepare list of Features and Benefits for copywriters; research awards requirements, prepare material for submission to awards and speaker proposals
- For author Ian G. Murray, April 2020: fact-checking his manuscript *God, Games and My Neighbour: A Biblical Approach to Secular Entertainment*
 - Examined each citation in the manuscript to ensure that the author correctly conveyed and represented what had been said in the book, article, video, or blog post he referenced
 - Checked direct quotations to make sure they had been transcribed properly
 - Fact checked the names of people, games, businesses, and organizations

EDUCATION AND INTERESTS

CERTIFICATE, RYERSON UNIVERSITY, WINTER SEMESTER, 2020

CDPB 306 Trade Books: Fiction

CERTIFICATE OF COMPLETION: THE TRUTH, THE WHOLE TRUTH AND NOTHING BUT THE TRUTH...EXPLORING THE WORLD OF CREATIVE NON-FICTION; MARCH 2017

Two-day seminar taught by Simon Clews

CERTIFICATE 1: INTRODUCTION TO WRITING COPY, JULY 2015

Tangible Words Ltd.

CERTIFICATE, RYERSON UNIVERSITY, FALL SEMESTER, 2013

CDPB 102 Copy Editing for Books, Journals, and Reports

TRAINING SEMINARS FROM EDITORS CANADA, 2012–2014

Eight Step Editing, Practical Proofreading, Introduction to Copy Editing, Copy Editing II, Plain Language, Editing Fiction, Punctuation and Mechanics, Writing and Editing for the Web, Editing Infographics.

BACHELOR OF ARTS (HISTORY), UNIVERSITY OF OTTAWA, 1984–1987Graduated *magna cum laude*

INTERESTS

Skating, bicycling, travel

Writing:

- Articles published in *Homeschooling Horizons* magazine and blog, 2008–2013
- Article published in *Ottawa Citizen*, April 2012: “Canadian road trip is a geography class on wheels”
- Articles published on Editors Canada’s Ottawa-Gatineau branch blog “Capital Letters,” 2014/2015: www.eacncr.wordpress.com

EDUCATION AND INTERESTS CONT.

Blogging:

- *The 105-Year-Old Blogger* www.105yob.blogspot.ca , 2012–2015
- *My Neighbourhood, Your Neighbourhood* www.aajean.blogspot.com, 2012–present
- *Living the Canada Life* www.livingthecanadalife.wordpress.com , 2017–present