

Lindsay Oliver

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WORK EXPERIENCE

Geeks Without Bounds, Program Director, (2013/Present)

- Managed editing of content creation and social media outreach.
- Wrote promotional, marketing, blogging, and social media copy.
- Managed Accelerator for Humanitarian Projects program.
- Organized, facilitated, and spoke at hackathons and industry events.
- Developed Geeks Without Bounds' signature #EveryoneHacks hackathon series.
- Developing Red Cross partnership program.
- Managed social media and outreach.
- Managed daily operations of GWOB program.
- Coordinated event and disaster response volunteer efforts.

Geeks Without Bounds, Content Writer and Editor (2011/Present)

- Created site content and promotional materials for GWOB and affiliate partners and programs.
- Secured funding through grant writing and partnership contract writing.
- Facilitated creation of branding and style guide.
- Conducted interviews, documented accelerator growth, and provided internal/public updates.
- Organized and facilitated events and hackathons.
- Co-organized social media outreach.

Julep, Copywriter (2012)

- Wrote print and online copy for e-commerce marketing deliverables and social media outlets.
- Wrote copy for product development and packaging.
- Edited and proofread copy and content deliverables company-wide.

Rosalind Of Arden, Editor in Chief and Owner (2011/Present)

- Wrote style and fashion articles.
- Provided DIY instructions on various crafting projects.
- Highlighted crafting projects in fashion, hackerspaces and the blogosphere.

Contracting, Freelance Writer (2005/Present)

- Copy and content writing, blogging, grant writing, proofreading and editing.

Pumping Station: One, Contributing Writer and Editor (2010/2012)

- Wrote site blog posts, edited, and proofread.
- Wrote promotional materials for events and collaborations.
- Wrote DIY instructions on various crafting projects.
- Highlighted crafting projects in hackerspace and the blogosphere.

Howard Area Leadership Academy, English Teacher (2009/2012)

- Taught as 12th Grade World Literature and 11th Grade American Literature teacher.
- Recreated texts and revised testing materials at the school-wide level for ESL students.
- Successfully created and maintained school-wide vocabulary literacy program.
- Successfully created and implemented comprehensive English curriculum at four class levels.

Gage Park High School, English Teacher (2008/2009)

- Taught as 9th, 10th, 11th, and 12th grade literature, composition, and creative writing teacher.
- Successfully created and implemented comprehensive English curriculum at four class levels.

Teach For America, Corp Member (2008/2010)

- Taught CAHSEE Test Prep course (California High School Exit Exam) and 9th Grade Literature.
- Attended Teach For America professional development model training courses.
- Documented student achievement data metrics.

Norvax, Copywriter/Marketing Assistant (Aug. 07/June 08)

- Wrote ghostwriter articles, research briefs, website copy and content, whitepapers, newsletters, client services brochures, proposals, and press releases.
- Managed marketing campaigns and edited marketing copy.
- Monitored marketing clicks, customer database, and marketing lists.

Family Readiness Group, Editor/Publisher Internship (Dec. 06/Aug. 07)

- Created newsletter startup template at a battalion-wide level.
- Wrote, edited, and proofread articles for newsletter.

VOLUNTEERING

The World Is Fun: Board Member

EVENTS

#EveryoneHacks SFO: organizer and facilitator

International SpaceApps Challenge 2013 in Krakow Poland: organizer

RHoK SEA 2013: liveblogger

#EveryoneHacks CHI: organizer and facilitator

OSCON 2013: speaker and exhibitor

Catalytic Converter 2013: speaker and assisting organizer

HP and Texas A&M's Hack for Health: organizer, promoter, content writer, and speaker

International Conference of Crisis Mappers 2013, Nairobi: Workshop co-leader

Digital Humanitarian Network Summit 2013: Organizer, writer, and session leader

SKILLS

Program direction, event organization and facilitation, content writing and editing, blogging, social media, AP and MLA style, e-commerce, online and print marketing copy, product and packaging copy, editing, proofreading, ghostwriting, whitepapers, SEO, techniques to reach non-native English speakers, grant writing, curriculum mapping, ability to write for myriad audiences, demographics, and reading levels; sarcasm, and proud master of the Oxford comma.

SUBJECT MATTER KNOWLEDGE

Disaster response, humanitarian aid, education (both as a subject matter expert [former English teacher] and outside observer), gender issues, activism, fashion/style, and DIY/maker/hacker culture.

SOFTWARE/TECHNICAL KNOWLEDGE

Macintosh OS and Windows, Wordpress, Adobe Photoshop/Illustrator, Microsoft Office, iLife, minor HTML, database management, and web research.

EDUCATION

National Louis University, Master of Arts in Teaching: Secondary Ed English and ESL, 2008-2012

Loyola University Chicago, Bachelor's English/Gender Studies, 2005-2007

Graduated Cum Laude

Sigma Tau Delta International English Honor Society

Dean's List

McHenry County College, Associate of Science, 2003-2005

Phi Theta Kappa International Honor Society, Chi Upsilon Chapter

Dean's List