# Kim S. Gordon

Evanston, Ill. 60201 • k-gordon@u.northwestern.edu • 212-555-1212 • www.linkedin.com/kimgordon www.kimgordon.com

# **EDUCATION**

 $Northwestern\ University, Medill\ School\ of\ Journalism, Media, Integrated\ Marketing\ Communications,\ Evanston,\ Ill.$ 

Bachelor of Science in Journalism, Integrated Marketing Communications Certificate, June 2025

## JOURNALISM & MEDIA EXPERIENCE

The Daily Northwestern, Evanston, Ill.

Copy Editor, March 2024 – present

- Edit written content, publishing 1-2 articles weekly in both print and on the Daily Northwestern website by deadline
- Collaborate with writers to develop engaging content, providing constructive feedback that improved the quality of submissions and increased reader engagement
- Proofread 10+ articles weekly for clarity, grammar, and style, ensuring adherence to the publication's standards *Assistant Design Editor*, January 2023 December 2023
- Designed print newspaper 3 times a week for press run of 8,000 people; created unique graphics to increase reader engagement
- Liaised between 5 news sections, the photography team, and multimedia team to meet weekly deadlines without delay

# Medill News Service, Northwestern University, Washington, D.C.

Mobile Journalist-Environmental Beat, January 2024 - March 2024

- Selected as one of 16 students to report for Medill on the Hill and contribute to a professional daily newsroom
- Researched and wrote enterprise stories on political and environmental issues like global warming in the U.S.
- Reported, wrote and photographed from the field, using social media to send quick updates and filing at least one story a day
- Produced multimedia content for web, including photo/audio slideshows, video packages and graphics

#### Northwestern University Press, Evanston, Ill.

Editorial Assistant, September 2022 – August 2024; Intern, June 2022 – August 2022

- Promoted from intern to editorial assistant in September 2022 for excellent and thorough work
- Edited 20+ manuscripts, including short story anthologies, plays, novels, and educational and scholarly works
- Prepared files for copyediting by entering typesetting codes, fact-checking references and ensuring consistency of style
- Input author and copyeditor changes to files, reviewed page proofs and queried authors about discrepancies in manuscripts
- Revised introductions, chronologies, photo galleries, notes, bibliographies and indices

# **PROJECT**

Interactive Reporting, Northwestern University, Medill; January 2022 – March 2022

- Produced 1,000-word feature story on deportation in the U.S., created interactive elements and translated the story into Spanish in order to appeal to audiences that have been affected by deportation
- Created a fully functioning website using Bootstrap and a Google Fusion interactive map in 90 minutes as the technical editor on breaking news story about sting operations on suspected drug houses in Chicago

# **LEADERSHIP AND AWARDS**

**Medill Undergraduate Student Advisory Council**, *Undergraduate Ambassador*, Northwestern University; Dec. 2023 – present **Medill Cherubs**, *Mentor*, Northwestern University; June 2022 – August 2022

## **SKILLS**

Journalism: Proficient with AP Style, copy editing, fact checking, SEO

Computer: Proficient in HTML, CSS, JavaScript, Microsoft Office (Word, Excel, PowerPoint), Adobe Creative Cloud

(InDesign, Illustrator, Premiere Pro, Audition, Photoshop, Lightroom). Working knowledge in Wordpress, Cascade,

Mailchimp, Apollo.io

Social Media: Proficient in Facebook, X/Twitter, YouTube, Cameo, Reddit, LinkedIn, Instagram