

Gretchen Picklesimer Kinney

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EDUCATION

Brigham Young University

Apr 2024

Bachelor of Arts: English

Editing Minor / French Minor

Provo, UT

- GPA 4.00
- Recipient of Presidential Scholarship (150% Tuition)

PROFESSIONAL EXPERIENCE

Criterion (BYU Student Journal of Literary Criticism)

Sep 2021–Present

Editor-in-Chief (Previous roles: Lead Copyeditor, Managing Editor)

Provo, UT

- Developed production timeline to publish journal in ten weeks
- Managed tight deadlines to ensure on-schedule production for team
- Facilitated communication between authors and editors in-person and via email
- Designed weekly training meetings on acquisitions, substantive editing, and copyediting

Leading Edge (BYU Student Journal of Science Fiction and Fantasy)

Sep 2023–Present

Acquisitions Editor

Provo, UT

- Evaluated science fiction and fantasy manuscripts (between 1,000 and 15,000 words) for acquisition
- Provided feedback to authors outlining strengths and weaknesses of manuscripts
- Substantively edited short stories for continuity, voice, and tone
- Copyedited short stories according to principles of *The Chicago Manual of Style*

Fiverr

Nov 2023–Present

Beta Reader

Virtual

- Evaluated 9 first chapters (4,000+ words each) and 3 full-length novels (45,000+ words each)
- Wrote 1500-word manuscript-evaluations with actionable feedback
- Provided constructive in-text comments of manuscript strengths/weaknesses
- Communicated with authors to discuss manuscript needs
- Critiqued a 45,000-word memoir, *Lost in Reunification*, about a caregiver's experience with foster care

Friend Magazine (Global Children's Magazine)

May 2022–Aug 2022

Editorial Intern

Salt Lake City, UT

- Conducted professional interviews with adults and children to find story leads
- Managed multiple competing deadlines to deliver projects early or on-time
- Tracked communication with authors and story leads using Excel
- Researched story leads from 11 different countries (English, Spanish, and French speaking)
- Wrote eight 600-word children's stories based on real children's experiences

SKILLS

- Proficiency in MS Outlook, Teams, and Word
- Proficiency in Adobe InDesign and Acrobat
- Advanced French speaking, reading, and writing
- Well-versed in grammar, usage, and punctuation principles from *The Chicago Manual of Style*
- Knowledge of MLA, APA, and Chicago citation styles

INTERESTS

- Reading 100+ books per year (my favorite fiction genres are suspense, romance, and fantasy)
- Writing satirical short stories and book reviews
- Watching and reading true crime (not after 10pm)
- Playing social deduction games with friends (may be enemies post-game)
- Taking my dog to the park