

OLIVIA KITTERMAN

WRITER AND EDITOR

CONTACT

- 801-502-8776
- okitterman@gmail.com
- <https://www.linkedin.com/in/olivia-kitterman-94a5371b6/>

PORTFOLIO

<https://oliviakit.github.io/OliviaKitterman/>

SKILLS

- Writing and editing
- Interviewing and ghostwriting
- Providing constructive criticism
- Project management

EDUCATION

Brigham Young University—Provo (BYU)

2020-current

- Senior in the editing and publishing major
 - ELING 322, 325, 350, and 410R (fiction editing)
 - DIGHT 230
- Honors program student
- Business minor
- Creative writing minor

REFERENCES

Holly Baker

Editing professor at BYU

574-612-0527

bakerht@byu.edu

Katie Watkins

Research and Writing Supervisor

801-422-9784

katie_watkins@byu.edu

PROFILE

Dedicated writer and editor with three years experience editing published student journals, worldwide magazines, social media posts, and novels. Diligent disciple of Jesus Christ who seeks to invite others to come unto Him.

VOLUNTEER EXPERIENCE

Service Missionary for Church Magazines

The Church of Jesus Christ of Latter-day Saints

2022-2023

- Wrote articles for publication in the *Friend* and *Young Adult Weekly*.
- Edited articles submitted by freelance authors.
- Brainstormed ideas for magazine themes and improvements.
- Found international contacts and helped develop story ideas.
- Interviewed General Authorities.
- Created video and written content for social media.

Editor for *Schwa: Language and Linguistics*

BYU Student Academic Journal

2020-2022

- Led a team of editors through editing phases.
- Performed my own substantive and copy edits.
- Combined team insights and sent constructive feedback to authors.
- Communicated with authors and resolved their concerns.

WORK EXPERIENCE

Book Editing Intern

Book Development Resources Publishing

May-August 2021

- Prepared a full-length novel for publication by completing each phase of editing, including developmental, line, and copy edits.
- Worked with the series editor to understand character motivation and character arcs. Made decisions for consistency.
- Removed excessive characters and plot elements to assist with reading comprehension.

Academic Writing Tutor

Research and Writing Center — BYU

Sep 2023–Present

- Meet one-on-one with BYU students of all disciplines.
- Provide feedback on writing structure, style, and grammar usage.
- Teach writing and editing principles for future improvement.
- Tutor a multilingual student on a weekly basis.