

JACQUELINE HATCH

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Find me on LinkedIn at [ttp://lnkd.in/bZQ27B7](http://lnkd.in/bZQ27B7)

Education

University of Richmond, VA 2010-2014

Bachelor of the Arts

English Major, Creative Writing Minor

Harvard University Summer 2008

Summer Writing Course - Beginning Fiction

Oxford University, England Summer 2007

Summer Writing Courses - Essay Writing and Fiction Writing

St Mark's Boarding School 2006-2010

Southborough, MA

Classics Degree (Ancient Greek and Latin Studies)

Relevant Experience

The James River Writers, *Literary Intern*, Richmond VA, June-November 2013

Direct Report: Sheila Lovelady, Katherine Herndon (804-652-9901)

Job Responsibilities: Writing, Editing, Creating documents for Local Blog Info, Conducting National Conference Research, Organizing the 11th Annual James River Writers Conference and Registering over 300 attendees, Providing quality customer service, Organizing Richmond Writing Groups, and Connecting local authors

The Perseus Books Group, *Publishing Intern*, Cambridge MA, Summer 2009

Direct Report - Ms. Alison Duncan/Subsidiary Rights Department (1-617-252-5200)

Job Responsibilities: Writing, Filing, Copying, Editing business documents, Handling Author Contracts, Working with the Design Editor, Organizing data through the Company Website

Community and Co-Curricular Involvement

Vice President of Sigma Tau Delta at the University of Richmond

Sigma Tau Delta is an international collegiate honor society for students of English

Editor of the St. Mark's School Literary Magazine (2007-2010)

Poetry and Prose editor for all student submissions

Volunteer, Fundraiser, and Event Planner for Romanian Children's Relief

RCR is a Non-Profit Organization devoted to helping the orphans of Romania

Member of Kappa Alpha Theta Sorority (2010-2014)

Philanthropy opportunities with CASA, Relay for Life, and Stop Hunger Now

Talent for Modellogic Wilhelmina

Modeling Agency