

Isaac Mayo

Copy & Developmental Editor

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Highly educated writer/editor with five years of experience writing and editing for fun and profit. Skilled at author relations, team management, and story construction. Long time story addict looking for a gate to keep.

Areas of Expertise

- Story Construction
 - Book Design
 - Book Marketing
 - Publications Management
 - Developmental Editing
 - Copy Editing
 - Editorial Management
 - Creative Writing
 - AP Style
 - Chicago Style
 - MS Word, Track Changes
 - Author Relations
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Key Skills Assessment

PUBLICATION AND AWARDS– Won imagining Indigenous Futurism’s (national) inaugural year. And first runner up in the Tom Doulis Graduate fiction contest (University wide). Published in the Fall 2011 issue of The Portland Review. Scholarship for Campus Progress’ Annual Journalism Training Summit in Washington, DC

COMPLETE VIEWPOINT – While specializing in editing and author relations, both work and education have fostered an understanding of the entire book/story making process. Able to communicate with all members of team.

Professional Experience

INDEPENDENT CONTRACTOR, PORTLAND, OR

2013 – **PRESENT**

WRITER/EDITOR

- Perform developmental editing and writing (prose, screen, webinars) for clients.
- Recently completed developmental and copyediting on a six-hundred page agented manuscript about Buffalo Soldiers on the Italian front.
- Write Voiceover scripts for the Texas Association Against Sexual Assault (TAASA) videos.
- Maintain business needs and manage workflow.
- Wrote and edited for IBM marketing communication

THE MIGHTY PEN, PORTLAND, OR

2011 – 2013

MANAGING EDITOR **(2012-2013)**

- Marketed services of firm to potential customers.
- Copy edited and developmentally edited manuscripts for clients.

EDITOR **(2011-2012)**

- Performed copy editing and developmental editing on client manuscripts.

OOLIGAN PRESS, PORTLAND, OR 2011 -2012
MANAGING EDITOR (**JAN - JUN 2012**)

- Performed developmental editing with authors
- Managed Workflow

EDITOR (**APRIL 2011 - JAN 2012**)

- Edited Press Communication
- Promoted to Managing Editor

THE REARGUARD, PORTLAND, OR 2008 -2010

EDITOR-IN-CHIEF (**2009 - 2010**)

- Handled workflow, performed copyediting and developed stories with writers
- Procured Five-Thousand dollars in grant money from Campus Progress
- Managed budget, hiring, and advertising sales

WRITER (**2008 - 2009**)

- Developed and wrote stories

Education

Master of Science, Professional Writing with an emphasis on Book Publishing, Portland State University,
Portland, OR

Bachelor of Science, Liberal Studies, double minor in English and Philosophy, Portland State University,
Portland, OR