

Sarah Cooper-Glenn



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OBJECTIVE

To work as a curious and critical community journalist.

CAREER HISTORY

August 2010 – Present | Freelance Writer

Produced content for The Graduate Wife.com, The Daily Sparks Tribune Opinion Pages, GoingGlenn.com and SarahGlenn.net.

- My research and writing capabilities stayed sharp as various publications asked for pieces on my global experiences. As I travelled through England and the Caribbean, I remained a dedicated journalist by documenting and analyzing everything from national political struggles in developing countries to poignant feature pieces.

June 2011 – May 2012 | St. George's University Significant Others Organization | Grenada, West Indies

President, Treasurer, Website Coordinator, Fundraising Coordinator and after-school program volunteer

- I was at the helm of an organization which helped more than 170 people see that uprooting family and career to live in a third-world foreign country could be rewarding. As the organization's president, I managed a board of 10, oversaw local philanthropic causes, organized forums by local speakers and liaised with St. George's University Medical School to ensure that the needs of student/faculty spouses and partners were provided for. Skills used in this position included meeting organization, creating budgets, writing web content and press releases and managing with a proficient knowledge of organizational behavior theories.

July 2007–August 2010 | The Daily Sparks Tribune | Sparks, Nev. USA

Editor, reporter, staff manager, photographer and pagination

- I coordinated daily content in the morning, reported on breaking news and wrote in-depth analytical pieces, fearless of the long hours. The average day also included updating web content, editing staff work and giving the paper a final proof and sending it to press. While hired at first as an intern, an arsenal of organizational, problem-solving, negotiation and customer service skills quickly prompted a promotion to a full-time management position. Awards garnered in this position tell the tale of my dedication and hard work.

September 2006–May 2009 | Insight Magazine | Reno, Nev. USA

Managing Editor

- Insight Magazine was born in the spring of 2008 under my direction. With the dedication of several fellow University of Nevada, Reno colleagues, we started a new business that still thrives today. My hiring, payroll, deadline management, staff conflict resolution, and business negotiation skills were all put to the test with outstanding results. I managed a staff of nine for the monthly publication. In this position I coordinated staff trainings, meetings and held staff to efficient work schedules. I was responsible for payroll, magazine design and fostering creativity in a fun, effective workplace.

EDUCATION

August 2004–May 2009 | The University of Nevada, Reno | Reno, Nev. USA

Bachelor's degree in journalism with a minor in business administration

**August 2011 – June 2012 | American Council on Exercise
Personal Fitness Trainer Certification.**

ACHIEVEMENTS

- Winner of five first-place awards for community news reporting through the Nevada Press Association.
- Named Journalist of Merit by the Nevada Press Association in 2010. One is chosen per year out of a pool of more than 1,000 professionals throughout the state.
- Named 2009 Outstanding Journalist of the Year by the University of Nevada, Reno.

SUMMARY OF QUALIFICATIONS

- An outgoing self-starter
- I can build a lengthy list of story ideas with just a stroll down the street
- A proficient and prolific writer
- Sharp leadership, management and organizational skills
- Skilled in Adobe InDesign, Photoshop, Microsoft Word, PowerPoint and other similar programs

REFERENCES

Abundant references available upon request.