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ASHLEY DEVECHT

RELEVANT EXPERIENCE

Managing Editor

Imagination Publishing, Chicago, Ill.
April 2011 – present

- Managing editor of a bimonthly, 48-page magazine
- Line edit feature-length stories for style, structure, grammar, brand voice and cohesiveness
- Contract and manage freelancers to meet deadlines and produce quality content within budget
- Project manage graphic designers and web developers to launch the quarterly publication and corresponding website of a national nonprofit
- Build integrated monthly content calendars for three social media platforms

Associate Editor

Imagination Publishing, Chicago, Ill.
Oct. 2009 – April 2011

- Acted as editor-in-chief of quarterly magazine for a national nonprofit association
- Trained freelancers to write with the tone and voice required by the association's brand standards
- Represented an association at a national conference

Editorial Intern

Imagination Publishing, Chicago, Ill.
June 2009 – Oct. 2009

- Wrote video scripts, briefs and feature-length stories
- Audited a client's Web presence to compile social media and search engine optimization (SEO) strategies, driving Web traffic to the client's website

Hometown Press Writer

Hope College Public Relations, Holland, Mich.
Aug. 2006 – May 2008

- Wrote press releases to local newspapers
- Communicated with members of the media and kept records of media contact information

EDUCATION

Hope College, Holland, Mich.
B.A. English and Communication
Graduated Magna Cum Laude May 2009
G.P.A.: 3.71/4.0

ACTIVITIES

Women's Small Group Leader

March 2011 – present

Write and lead weekly Bible study; plan social events and group retreats

Lincoln Park Community Shelter Volunteer

Jan. 2011 – present

Organize church volunteers, plan meals and lead meal preparation

World Relief Volunteer

Jan. 2010 – June 2010

Assisted a family of refugees as they adapted to life in the United States

COMPUTER SKILLS

Proficient in:

Adobe InDesign
Adobe Acrobat
Microsoft Office Suite
Facebook
Twitter
LinkedIn

Experience in:

Adobe Photoshop
Adobe Illustrator
YouTube
Google+
WordPress

OTHER EXPERIENCE

Editor-in-Chief, *The Anchor*,
June 2008 – June 2009

ASME Intern, *Guideposts Magazine*
May 2008 – Aug. 2008

Intern, *Group Tour Magazine*
June 2007 – Aug. 2007