

# Jordan Gopher

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## Education

- Goucher College**, Baltimore, MD, May 2009  
*Bachelor of Arts*, English with a Writing Concentration  
*Honors*: Dean's List, Dean's Scholarship, Julia Rogers Research Prize, Kratz Center Summer Writing Fellowship
- Roehampton University**, London, England, Spring 2008  
Semester Abroad

## Journalistic Experience

- Editorial and Design Intern*, **Bancroft Press**, Baltimore, MD Summer 2008-present
- Edited manuscripts for content, grammar and style.
  - Communicated with authors, designers and evaluated and responded to unsolicited manuscripts
  - Created cover designs for two novels and completed freelance design projects
- Managing Editor*, **Preface**, Goucher College, Baltimore, MD Fall 2008-present
- Reviewed submissions, copy-edited final proof, resolved content and layout issues
  - Monitored production, prepared issue timelines and coordinated outside projects
- Journalistic Intern*, **Inter-Act Magazine**, London, England Spring 2008
- Assisted in choosing summer issue's content
  - Authored four articles on faith and art
- Editorial Intern*, **Smartish Pace**, Baltimore, MD Summer 2007
- Evaluated submissions and edited and maintained website
  - Conducted author interviews and wrote book review for magazine's website
  - Distributed advertising materials and represented magazine at events

## Leadership and Collaborative Projects

- Tutor*, **Goucher College Writing Center**, Baltimore, MD Fall 2008-present
- Work with students in all stages of writing, including: brainstorming, writing and editing
- Research Assistant*, **Julia Rogers Library Archives**, Baltimore, MD Spring 2009
- Trained to handle rare books and learned about book-binding processes
  - Conducted research on the first edition of J.R.R. Tolkien's *The Hobbit*
- Co-Director*, **Preface's Literary Outreach**, Baltimore, MD Winter 2008-Spring 2009
- Piloted publication to showcase writing and art from inner-city middle-schoolers

## Skills

- Windows XP and Vista; Microsoft Word, Excel, Publisher and Powerpoint; Adobe Photoshop; familiarity with Quark; and basic HTML