

# Ruth Towne

Professional Portfolio - [http:// www.ruthtowne.weebly.com](http://www.ruthtowne.weebly.com)

9 Nowell Street  
North Berwick, ME 03096  
(207)-251-8519  
[ruth.towne@maine.edu](mailto:ruth.towne@maine.edu)

## EXPERIENCE

### Editorial Assistant — Heinemann Publishing

May 2017 - Present

- Edit educational and literacy intervention products
- Collaborate with senior editors and authors
- Facilitate meetings for editorial and production teams

### Writing Center Tutor — Cedarville University

August 2013 - May 2016

- Teach writing and editing skills to students
- Consult with faculty members about assignments
- Perform in-class orientations

### Teacher's Assistant — Cedarville University

August 2013 - May 2016

- Evaluate student revisions and deliver feedback
- Provide individualized instruction for grammar and syntax issues
- Facilitate study groups and review sessions

### Editorial Support Intern — Hendrickson Publishers

May 2014 - August 2014

- Edit academic and commercial manuscripts
- Review drafts, pre-printer blues, .epub, and .mobi files
- Design and edit with Adobe CS6 and Adobe CC programs

### Composition Mentor — Cedarville University

August 2015 - December 2015

- Provide individualized instruction to composition students
- Teach students fundamental grammar principles
- Deliver constructive feedback on essays

## EDUCATION

### Master of Fine Arts, Poetry— *University of Southern Maine*

July 2016 – July 2018

### Bachelor of Arts — *Cedarville University*

August 2012 - May 2016

Professional Writing and Information Design Major | GPA 3.97  
Minors in Creative Writing, Web Design, Honors, and Bible

## PROJECTS

### President — Society of Professional Writing

August 2012 - May 2016

### Captain — Cedarville Varsity Track and Field Team

August 2015 - May 2016

## HONORS

Rhodes Scholarship Nominee  
Fall 2015

Dean's Honor List  
Fall 2012-Spring 2016

GMAC Field Athlete of the Year  
Spring 2015

NCAA Scholar Athlete  
Spring 2015-Spring 2016

## PUBLICATIONS

Lever-Action

*The Cedarville Review*

January in North Berwick  
*The Cedarville Review*

Ordinary Time  
*Albion Review*

The Red Paint Grave, Perkins Cove  
Port, and Nor'easter  
*Foliate Oak Literary Magazine*

The Second-Floor Dormer  
*Referential Magazine*

Review of *All the Wrong Places*  
*Concho River Review*

How To Say "No"  
*Magnolia Review*

Sun Fungus  
*Burning Word Literary Journal*

Four Passages  
*The Literary Yard*

This Is More Than Homesickness  
*Blotterature Literary Magazine*