## **chelsea** greenwood

Staff Experience	<ul> <li>Sandow Media (Boca Raton, Fla.)</li> <li>Managing editor, Luxe Interiors + Design</li> <li>Managed 32 issues yearly for high-end design national</li> <li>Edited and routed all copy from manuscript to proofs</li> <li>Wrote features, departments and blogs</li> <li>Worked directly with editor in chief in planning edit</li> <li>Copy edited all advertorials and ads</li> </ul>	3.2010-3.2011
	Copy chief, <i>New Beauty</i> and <i>Watch Journal</i> <ul> <li>Edited and routed all copy from manuscript to proofs</li> <li>Copy edited advertorials and ads</li> <li>Assisted in writing and research as needed</li> </ul>	12.2009-3.2011
	JES Publishing (Boca Raton, Fla.) Managing editor • Assigned and edited copy, proofed layouts and made InCopy changes for Boca Raton, Florida Table and custom magazines • Managed work flow and coordinated creative meetings • Wrote departments and features, including "A&E" • Concepted stories and worked with editor to create lineups • Worked with art department on photo shoots and design	12.2007-12.2009
	Assistant editor • Worked with interns and staffers on assignments • Edited copy, proofed layouts and made InCopy changes • Concepted stories and wrote departments and features	6.2005-12.2007
	<ul> <li>Oxendine Publishing (Gainesville, Fla.)</li> <li>Editor</li> <li>Wrote for Florida Leader and Student Leader magazines</li> <li>Edited copy and design of articles</li> <li>Oversaw interns and freelance writers</li> </ul>	9.2002-5.2005
Freelancing	Writes editorial for magazines such as Success, Z-Life, Your Knitting Life, New Times, Gold Coast, Boca Raton, Delray Beach, Worth Avenue, Mizner's Dream	
Education	University of Florida (Gainesville, Fla.) • Bachelor's of science in magazine journalism (3.5 GPA) • Member of the Florida Magazine Students Association • Member of the Society of Professional Journalists	8.2001-5.2005
Other Skills	<ul> <li>Knows Mac and PC, InDesign, Illustrator, Photoshop and InCopy</li> <li>Has been educated in both design and photography</li> <li>Experience with blogging and content management systems</li> <li>Comfort with high-profile subjects like politicians and celebrities</li> </ul>	