



AMANDA M. OGLE

EDITOR | WRITER

INFO

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EDUCATION

**University of North Texas,
Denton, TX
May 2015**

- Master of Journalism
- Mayborn Scholar at Frank W. Mayborn Graduate Institute of Journalism

**Tarleton State University,
Stephenville, TX
May 2013**

- Bachelor of Science in Communication Studies with Concentration in Public Relations and Event Management and Minors in Technical Writing and Business
- Presidential Academic Scholar
- Awarded for excellence in undergraduate research

SKILLS

- Excellent writing, editing, and communication skills
- Ability to multitask and prioritize assignments
- Knowledge of AP and Chicago styles
- Proficient in Microsoft Suite and InDesign
- Experience in multimedia journalism and photojournalism

EXPERIENCE

Freelancer | October 2016 – Present
Writer/Editor

- *Virtuoso*: fact checks; upload articles and sponsored content to Virtuoso.com and Virtuoso's blog using Kentico and WordPress and ensure that all tags, captions, and files are correct; write content for Virtuoso publications and the blog, assist in selecting content from magazines that will go on Virtuoso.com and the blog, edit content for web, create monthly newsletter content email, assist in coordinating hero images for Virtuoso.com homepage; update Real Traveler Stories, Travel Ideas and Inspiration, and sponsored content modules on Virtuoso.com homepage
- *Texas Highways* magazine: write articles, fact check articles and event listings, edit all event submissions for the quarterly event calendar
- General freelance: construct thoughtful pitches, write for major publications such as *Travel + Leisure* and *National Geographic*, travel on assignment, fact check for *Delta Sky* magazine

Ink Publishing | February 2016 – September 2016
Assistant Editor

- Wrote magazine content ranging from front-of-the-book blurbs and short stories to feature stories
- Fact checked and edited copy for *American Way* and *Celebrated Living* magazines
- Interviewed and transcribed for stories and traveled on assignment for front-of-the-book and feature stories
- Researched and constructed thoughtful pitches and curated list of pitches from freelance writers
- Administrative tasks, including managing writer contracts and office invoices, curating awards list and making sure submissions met deadlines, managing the *American Way* story summaries list so all employees knew editorial calendar details, managing subscription list, and mailing out monthly subscriptions of *American Way*, *Celebrated Living*, and *Nexos* magazines

Ink Publishing | August 2015 – January 2016
Editorial Intern

- Fact checked and edited copy for *American Way* and *Celebrated Living* magazines
- Researched ideas for both magazines while keeping readers in mind
- Constructed thoughtful pitches, traveled on assignment, and wrote feature stories
- Wrote various styles of copy, including opinion pieces, events and calendar items, lifestyle articles, travel pieces, and table of contents
- Ensured magazine copy was ready for print before deadlines