

# Margaret Kingsbury

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## Summary

Highly motivated freelance writer with extensive portfolio of publications, from lists to quizzes to think pieces. Freelance editor with high attention to detail. Virtual assistant obsessed with organization. Passionate about communication, creativity, and helping people. Superior at time management and meeting deadlines.

## Skills

SEO, WordPress, Microsoft Office, Google Suite, multiple style manuals, Outlook, stock photos, Canva, Apester, Slack

## Relevant Experience

### **Freelance Writer, 2017-Present**

- Writes fun, clear, thoughtful, and researched pieces, producing and publishing more than one hundred posts a year in various publications
- Regular contributor to Book Riot, the #1 Independent Literary Site in North America with 4.8 million views a month (<https://bookriot.com/author/margaretkingsbury/>)
- Also publishes bookish content on StarTrek.com, The Bronzeville Bee, and more
- Co-creator and writer of a children's book review website, babylibrarians.com, which posts weekly children's book reviews
- Creative writer with short stories and/or poems published in Nonbinary Review, Devilfish Review, Pulp Literature, Expanded Horizons, and more.

### **Freelance Editor, 2018-Present**

- Both longform (novels) and short form (blogs, newsletters, spreadsheets)
- Relentless and fast copyeditor
- Problem solver that produces new and unique ideas
- Skilled at creating meta-descriptions, SEO without keyword stuffing, sharable images, and more
- Factchecks and copyedits for consumer advice website Don't Waste Your Money

### **Virtual Assistant and Publicist, 2019-Present**

- Conducts thorough research for writer clients
- Loves spreadsheets
- Past projects include creating a list of health podcasts that interview authors, writing pitches for authors and finding publications for them to pitch, finding the best literary agents to query, ghostwriting, and more

### **Educator, 2013-2018**

- Taught English and University Writing as an adjunct at Lipscomb University and O'More College of Art and Design, both online and in person
- Excelled at presenting material, writing concise and easily understood handouts and slides, and giving student feedback
- Created all course content and assessments, utilized Blackboard to create an effective online companion to the course

- Favorite part of teaching was mentoring students individually to produce writing they could be proud of

### **Book Buyer, 2007-present**

- Interact with customers to help find books
- Determine value of incoming used books
- Use unique database to create entries for new books
- Help train new employees

### **Education**

*MA, English, Belmont University, 2012*

- Concentration in Writing
- Completed Classes in Literacy, Linguistics, Writing Theory, Fairy Tales, and Creative Writing
- 4.0 GPA, presented half a dozen academic papers at conferences

*BA, English, Middle Tennessee State University, 2007*

- Graduated top 15% of class
- Minored in History
- Took classes in Literacy, Business Writing, Special Education, Education Theory, as well as numerous Literature courses