

MOLLY H. RAMSEY

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PROFESSIONAL EXPERIENCE:

EDITOR

House Calls magazine | Charleston, SC | January 2014—present

- Health and wellness quarterly distributed to 171,000+ Lowcountry homes and offices; sponsored by Roper St. Francis
- Serve as liaison between the publisher, art department, sales team, and client; edit all copy; generate and pitch story ideas and cover lines; manage the production schedule; organize editorial meetings; assign stories to freelance writers; write front-of-book copy; help brainstorm and arrange photo shoots and finalize designs; balance the budget
- Editorial assistant from December 2011-2012; promoted to assistant editor in 2012; promoted to editor in 2014

FREELANCE WRITER, EDITOR, & CONTENT CREATOR | January 2014—present

- Write articles regularly for a variety of local and regional publications; edit content for magazines, blogs, and more; help create visual and editorial content for small businesses and nonprofits

ASSISTANT EDITOR

Charleston Weddings magazine | Charleston, SC | December 2011—August 2017

- Published three times a year, Charleston Weddings covers all things nuptial in the Lowcountry and has an average per-issue readership of 104,000; distributed throughout the Southeast, to events in New York, and beyond
- Write; copyedit; track real-life wedding submissions; hire and oversee interns; communicate with advertisers and contributors; assist with social media, special events, and photo shoots; help deliver a clear, consistent, and entertaining voice to the reader; upload, troubleshoot, and streamline content for web; post to social media
- Editorial assistant from 2011-2014; promoted to assistant editor in January 2014

Charleston Grit blog | Charleston, SC | December 2011—December 2013

- Charleston-based blog featuring daily insight and opinions from the city's most notable writers and bloggers
- Wrote timely, hyper-local blog posts; planned and executed special events; edited content covering a wide range of topics; generated marketing ideas; promoted stories via social media; helped manage team of bloggers

PUBLICATIONS FELLOW

Green America | Washington, D.C. | June—August 2010

- National nonprofit promoting environmental sustainability and social justice
 - Wrote and edited copy for the company's National Green Pages magazine (annual circulation of 100,000+) and additional Green America publications; analyzed and improved the online database for the Green America Green Business Network; interviewed sources; transcribed interviews
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SKILLS:

Expert at Adobe InDesign, Microsoft Office suite, AP Style, Drupal, Wordpress, Hootsuite, social media, interviewing sources, adhering to deadlines

EDUCATION:

B.A. in journalism, B.A. in Spanish, minor in English
Sally McDonnell Barksdale Honors College
University of Mississippi (2011);
summa cum laude distinction,
Phi Beta Kappa, Phi Kappa Phi, Taylor Medal recipient
(the university's highest academic award)

INTERESTS:

Health & wellness, photography, home décor, yoga, travel, podcasts, cooking, thrifting, reading, writing, gardening