



WriterEditorArtist@gmail.com • www.JRDodge.com

Writer • Tutor • Researcher • Learner • Leader • Editor • Designer • Communicator • Artist

## EDUCATION

- **B.A. Writing & Rhetoric, English**  
University of Rhode Island  
Spring 2016, summa cum laude  
Written, visual, and digital communications.  
Literature and cultural studies.
- **Study Abroad**  
University of Salzburg, Austria  
Fall 2015  
Extensive travel and immersion into European literature, art, politics, history, and culture.
- **A.A. General Studies, Writing**  
Community College of Rhode Island  
Fall 2013, summa cum laude  
Creative, technical, and research writing.  
Literature and language studies.
- **Certificate in Visual Communications**  
Katharine Gibbs School, Rhode Island  
Fall 2000, Highest Honors  
Graphic design, page layout, image creation, and manipulation using Adobe software.

## EXPERIENCE

- **Social Media Strategist/Content Writer**  
Uniquely Chic Vintage, Cranston  
Spring 2015 – Present  
Social media manager and creative designer of marketing materials. Writer and editor of web, business, and product promotional documentation. Website administrator.
- **Production Artist**  
Hodges Badge Company, Inc., Portsmouth  
Spring 2016 – Spring 2017  
Technical writer of standard operating procedures, product specifications, reports, and testing results. Collaborative creator of print and engraved media.
- **Communications Freelancer**  
Self Employed, West Warwick  
Fall 2003 – Present  
Contracting multimedia projects for clients with primary focus on writing, editing, content strategy, graphic design, and tutoring services.
- **Quality Control, Proofreader, Graphic Artist**  
Trader Publishing Company, Cranston  
Spring 2001 – Summer 2003  
Quality assurance oversight of proofreaders and artists in fast-paced deadline oriented workspace producing multiple weekly print publications.

## ACHEIVEMENTS

- Writing & Rhetoric Digital Media Contest Winner
- Stephanie Bounds Excellence Award in Writing & Rhetoric
- Nancy Potter Endowment for High-Ranking English Majors
- Community College of Rhode Island Honors Graduate

## MEMBERSHIPS

- Assistant Lead, HBC Fun Committee
- Global Scholar, American Institute for Foreign Study
- Golden Key International Honor Society
- Phi Theta Kappa Honor Society