

April-Lyn N. Caouette

Ventura, CA
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FREELANCE EDITOR, WRITER, & VIRTUAL ASSISTANT specializing in non-fiction, personal narrative, gaming and subculture writing, web copy, procedural writing, and project-based administrative assistance. Creating engaging, organized, and concise content for a variety of clients.

Key skills include:

- Idea and thesis development
 - Structural, line, and copy editing
 - Proofreading
 - Clear interpersonal communication
 - Meticulous attention to detail
 - WordPress and InDesign
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PROFESSIONAL EXPERIENCE

Love Thy Nerd, Ventura, CA

March 2018–Present

Co-Founder and Chief Resource Director

- Contributes to and oversees all stages of written content creation: pitch and thesis development, writing, editing, and publishing in WordPress
- Collaborates with Chief Content Director to manage editorial calendar and project flow
- Oversees a team of 7 editors and 70+ writers to ensure consistently high-quality content
- Travels to 3–5 gaming conventions a year
- Develops curriculum, articles, email newsletters, and downloadable resources
- Coordinates internal administrative workflows

LifeWay Christian Publications, Nashville, TN

June 2019–Present

Freelance Editor, Writer and Proofreader, *Explore the Bible: Students*

- Contributes to various publications as production editor, writer, and proofreader

Joy of Living Bible Studies, Ventura, CA

November 2018–September 2019

Media Consultant and Administrative Assistant

- Wrote, compiled, and edited documents including blog posts, newsletters, commentary, study questions, and office procedures
- Designed and managed all aspects of the Joy of Living Blog

Genesis Programs, Ventura, CA

August 2015–September 2018

Office Manager (April 2017–September 2018)

- Provided support for website management, billing, reports, and insurance verification
- Improved business efficiency and procedures, including overdue payment tracking

Administrative Assistant/Receptionist (August 2015–April 2017)

VOLUNTEER & RELATED EXPERIENCE

- Gamechurch**, Ventura, CA *October 2013–February 2018*
Writer (2013–2018) and **Associate Editor** (2017–2018)
- Wrote and edited thoughtful reflections on video games and gaming culture
 - Conducted and transcribed interviews with game industry professionals
- Ventura County Strategy Boardgamers**, Ventura, CA *December 2015–Present*
Event Organizer and Host
- Test Reader** *May 2014 and July 2018*
The Girl with the Ghosts, Luke T. Harrington (July 2018)
Ophelia, Alive, Luke T. Harrington (May 2014)
- Published April 2016
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EDUCATION

- Colgate University**, Hamilton, NY *August 1999–May 2003*
- Bachelor of Arts in Philosophy & Religion, Cum Laude
 - Awarded Robinson Prize for Best Essay in Philosophy & Religion, 2003

WRITING & EDITING SAMPLES

Writing

“[How POG Throne Helped Me Rediscover the Joy of Chucking Things at Other Things.](#)” Love Thy Nerd. December 21, 2018.

“[Quarterbacking Sucks! Five Cooperative Games that Don't.](#)” Love Thy Nerd. September 4, 2018

“[Testing the Boundaries of Cyberspace in Hypnospace Outlaw.](#)” Love Thy Nerd. April 8, 2019.

Editing

Horca, Jeshua. “[Level Up Your Game Night with These Tips for Teaching Board Games.](#)” Love Thy Nerd. June 6, 2019.

Motley, Daniel. “[Vaporwave: Longing for a Better World.](#)” Love Thy Nerd. April 9, 2019

Romig, Randy. “[Kaiju vs. Me: How Giant Japanese Monsters Stole My Heart.](#)” Love Thy Nerd. May 30, 2019

Turnipseed, Madeline. “[8 Questions You Should Ask Before Starting a Game Night.](#)” Love Thy Nerd. February 12, 2019