

INDIA KUSHNER

WRITER & COMMUNICATIONS CONSULTANT

PROFILE

An effective communications consultant with proven expertise in editing, writing, marketing, research, project management, and marketing. An acute eye for detail as demonstrated in deadline-heavy editorial background.

CAREER SUMMARY

Freelance Writer

Good Rx | Jan. 2022 - Present

- Receive article subject from editor; research topic and identify patients to interview; create content strategy based on editor's requirements.
- Craft pieces on patient experiences from diagnosis to treatment; implement SEO best practices.
- Edit article and prepare for publication.

First Impressions Coordinator

SPARK | Sept. 2019 - Marc 2022

- Provide general administrative and event support.
- Produce and proofread monthly internal digital newsletter; create and design promotional material in Canva; offer critical eye to community messages, write and edit email templates, all while ensuring content meets Spark branding.
- Onboard new members; communicate with guests and members; draft community Slack messages and member emails.
- Liaise with vendors for producing company logos, inventory, and troubleshooting.
- Schedule meetings and assist in creative brainstorming.

Volunteer Submissions Editor

Better Because Collective | Sept. 2020-Aug. 2021

- Served as the first point of contact with writers; traffic stories through production; communicated with writers on the story process, and assigned stories to editors.
- Ensured tone and style adhere to brand guidelines; maintained frequent contact with writers and worked with them to incorporate editing revisions.
- Proofread stories for grammar, spelling, tone, and clarity, then prepared them for final publication; maintained story database.

Editorial Fellow/Staff Writer

The Tempest | Sept. 2018 - Feb. 2020

- Pitched and wrote articles; worked with team to create original stories; conducted interviews, researched and developed articles on topics including news, features, and pop culture.
- Edited articles, added SEO keywords, and prepped for publication.

Social Media Manager

National COSH | Jan. 2017 - Mar. 2019

- Created and scheduled social media posts for Facebook and Twitter; interacted with audience on social media platforms.
- Managed website updates; prepared, edited, and fact-checked press releases, blog posts, and annual reports; created graphics.

Communications & Outreach Fellow

Split This Rock | Sept. 2017 - Jun. 2018

- Managed the social media calendar and website content; assisted in development of editorial calendar
- Worked with team to coordinate administrative goals for the poetry festival marketing plan, ensuring all internal deadlines were met; contacted local media with goal of securing press coverage.
- Prepared and scheduled weekly newsletters.
- Scheduled meetings, drafted agendas, and took meeting notes.

Assisting Editor

Rose Water Magazine | July 2015-Nov. 2017

- Pitched, wrote, and edited blog posts on social justice, news, and media.
- Edited contributing authors' posts and provided writing feedback.

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Communications Coordinator

The Online News Association | July-Sept. 2016

- Assisted in designing and implementing social media campaigns around initiatives, including the Online News Association Conference.
- Assisted in creating a regular publishing schedule for social media platforms.
- Helped create content for ONA Weekly newsletter.
- Engaged with users on ONA LinkedIn group, Facebook, and Twitter.

Marketing Assistant

PreZerve | November 2014-March 2015

- Wrote monthly press releases for upcoming food preservation events.
- Submitted events to media calendars.

Editorial Operations Intern

Curbed (now Vox Media) | January-June 2013

- Organized and researched stories for the Curbed, Racked, and Eater sites.
- Interviewed and photographed guests at event hosted by Glamour Magazine.
- Managed office supplies.

Intern

HyperVocal | June-August 2012

- Researched trends and news developments.
- Pitched, wrote and edited stories; promoted site on social media.

SKILLS

Writing/Editing

Copy editing, proofreading, AP Style, Microsoft Office, press release writing

Communications

Canva, Hubspot, Facebook, Twitter, Instagram, Asana, Drupal, Hootsuite, TweetDeck, Constant Contact, WordPress, Google Suite, Mailchimp

EDUCATION

Goucher College, Towson, MD

Bachelor of Arts in Communications, concentration: Journalism
2008 - 2012

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