



text with shape & style

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MA (Writing & Literature)
principal

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CAREER OVERVIEW

2009–10

Writer, Editor & Educator, freelance since 1996

Author – current projects:

- a novel exploring life in a remote Aboriginal community
- short stories and poetry
- nonfiction magazine features
- blog at <http://jackeywordygurdy.blogspot.com> – since 2006

Coeditor, *Newsletter*, Society of Editors (Victoria) Inc.

- adapted from print to online format in July
- developed and maintained an inputting template

Editor, Lonely Planet – since 2003

- coordinating editor, two Regional guides
- assisting editor, 57 titles across Best of, City, Country, Encounter and Regional guides

Editor, private clients – fiction, marketing and memoir – since 2005

Proofreader – corporate clients including Whyte House

Guest presenter – Professional Writing & Editing, CAE

Tutor – Deakin University, Faculty of Arts & Education

2007–08

Business Manager, Warmun Art Centre

Production, accounting, administration, marketing and merchandising for a busy remote Aboriginal art centre in Western Australia with 100 artists and a global reach:

- restructured website and art centre documentation in Gija and English
- exhibited around Australia and Singapore and held ochre-painting workshops in Japan
- won Aboriginal Business of the Year, East Kimberley Aboriginal Achievement Awards
- entered award-winning paintings in three national prizes
- opened a new, architect-designed gallery building
- redesigned logo
- produced successful editions of etchings, jewellery and homewares
- co-founded Kimberley Aboriginal Artists.

2005–07

Writer & Editor, freelance since 1996

Analyst – Australian industrial magazine syndication for The Publishing Partnership, Melbourne

Book editor – *Travel Pilates*, Alida Belair, Schwartz Publishing; proofreader – *Crescendo: Melbourne Symphony Orchestra Celebrating 100 Years*, Stella M Barber, Melbourne Symphony Orchestra

Features writer – *A Sense of Balance*, *Gold: your world of good health* and *Spirit: for every body & soul*, The Publishing Partnership, Melbourne and www.travelmag.co.uk

Magazine writer, subeditor and proofreader – *MELBOURNE: the magazine Melbourne lives by* and *Aura: the lifestyle magazine for Queensland*

Project documentation editor – BiGfiSh, Melbourne

Travel guide writer and editor – *Destination: Australia* and *Destination: New Zealand*, NMP Group

Website editor – Flux New Media

1995–2004

Associate Editor, Rhythms: Australia's roots music monthly since 1998

Associate Editor & Contributing Editor 2001–04, Proofreader & Contributor 1998–2001

- oversaw production and editing at all stages
- wrote 3000–9000 words per month: features, profiles, interviews and reviews
- restyled the magazine in 2001 and 2004
- initiated the first Aboriginal-music issue in October 2003
- commissioned features, reviews, photography and regular columns
- devised editorial style sheet and edited special publications

Academic writer since 1995

The Coconut Island – novella and exegesis of 20,000 words as part of Master of Arts degree

Hawaiian music – *Currency Companion to Music and Dance in Australia*, Currency Press, Sydney;
The Universe of Music: A History, Vol II: Oceania, International Music Council, New York, 1997;
Perfect Beat, Umina, NSW, 1995 (with Rebecca Coyle)

Teacher & Trainer since 1997

Work Placement Coordinator – RMIT, Melbourne, 1998–2003

Teacher and Manager – Framed by You, Richmond, 1998–2000

Trainer – Retail Skills Centre, Geelong, 1997–98

Entrepreneur since 1979

Owner, Coyle's Shop, Richmond, Fitzroy and Melbourne – a successful small business funded by manufacturing clothes, jewellery and stationery, eventually employing eight staff over two locations and sourcing stock worldwide – 1979–96

- wholesaled goods nationally
- established a mail-order department to supply orders from national magazine features
- initiated regular staff training
- founding member of Brunswick Street Traders Association, liaising with Council and judging art competitions
- established a solid customer base enabling the business to be sold in 1996

Band manager, Bamboozled Bookings – media management and publicity, jazz and blues musicians

Picture framer – custom framing and archival framing

Partner, Bamboozled Graphics – designing, producing and wholesaling an Australiana range

Publicist – live DVD and CD recording gigs, special events and launches

Writer and editor – booklets and features for clients including RMIT and Eastern Drug & Alcohol Service, Melbourne

MEMBERSHIPS

Australian Society of Authors

Society of Editors (Victoria) Inc.

Victorian Writers' Centre

EDUCATION

Master of Arts (Writing & Literature), Deakin University, Melbourne – 2003

- coursework: editing (two units), fiction, nonfiction, scriptwriting, travel writing
- thesis: *The Coconut Island*, a novella with exegesis (20,000 words)

Recent professional development

‘Funding Applications’ – Australian Society of Authors – *November 2009*

‘InDesign for Mac’ – Society of Editors (Vic.) – *October 2009*

‘Writing Historical Fiction’ – Society of Editors (Vic.) – *September 2009*

‘Editing Unfamiliar Languages’ – Society of Editors (Vic.) – *May 2009*

‘Reading for Writers’ – Victorian Writers’ Centre – *April–November 2009*

‘Marketing 101’ – Society of Editors (Vic.) – *April 2009*

‘Painting with Words’ – Victorian Writers’ Centre – *February and December 2009*

Trainer, Certificate IV – 1998

AWARDS

Shortlist – Aesthetica Creative Works Competition (UK), short story – 2009

Shortlist – Gold Coast Writers’ Association Literary Competition, short story – 2009

PROGRAMS

Mac and PC applications including Office 2008 and Adobe CS3

INTERESTS

Architecture and design; fine arts; health and consciousness; popular culture and fashion; roots musics; publishing; science and technology; stock market; travel

Radio

‘Wordy-Gurdy’ on *Roots of Rhythm*, a monthly review-preview music segment linking music performance and music writing, PBSFM Melbourne – *since 2005*