

SARAH MARIA GONZALES

907.315.0006

www.sarahgonzales.com

sarahgb@mac.com

WRITING & EDITING EXPERIENCE

- **2000-present: Editor Sarah – Editing, Writing & Consulting Services**

Title: Owner, Editor & Writer

Edit books and articles for clients, consult on publishing industry, write freelance articles for various publications including: *Bon Appetit*, *Ms. magazine*, *Variety*, *LOST Magazine*, *Ostrich Ink*, *Boldtype*, *The Summerset Review*, *The Dragonfly Review*

- **2006-2007: *Variety*/ Reed Business Information**

Title: Web Editor & Writer

Web Editor of *VarietyWeekend.com* and *Stylephile.com*. Attend weekly editorial meetings with *Variety Weekend* (print issue) staff to plan each weekly issue; pitch ideas; write articles; edit print content for online suitability; put content online; optimize graphics for web; post web-only content; update evergreen content weekly.

- **2006: DZN – The Design Group**

Title: Copywriter (contract)

Write copy for Warner Brothers movie website. Collaborate with art directors and graphic designers to pitch various website design ideas to client.

- **2004-2005: *Not For Tourists Guides***

Title: City Editor (Los Angeles)

City Editor of the 2005 Edition of the *Not For Tourists Guide to Los Angeles*, a hardbound, widely distributed tour book intended for city residents. Gather information from team of neighborhood editors; write descriptions for each of LA's neighborhoods; write hundreds of blurbs for restaurants, museums, galleries, bars, hotels; update content for new edition; submit to New York-based editorial office.

- **2003-2005: *Ms. magazine***

Titles: Asst. to Ed-in-Chief (03), Book Review Ed (03-05), Associate Ed (04-05)

Attend weekly editorial meetings; pitch story ideas; shape each new issue; read and respond to submissions; assign stories to freelance writers; edit articles and reviews; write articles and reviews.

- **2002-2003: Feigen/Parrent Literary Agency**

Title: Literary Agent's Assistant

Assist literary agents in selecting new properties for representation; read and evaluate manuscripts and screenplays; write coverage; edit manuscripts.

BROADCAST/ MEDIA PRODUCTION EXPERIENCE

- **2008: BBC America News**

Title: Fixer/ Local Producer (Contract)

Assist LA-based film crew with shooting in Alaska. Arrange locations and interviews.

- **2006-2007: GagReel, Inc.: Media Production Company**

Title: Vice President/ Corp. Secretary

Secure new clients in the media production and post-production fields; provide editorial and production services to film industry; file corporate paperwork; keep financial records and invoicing records.

- **2007: Olga TV: The Paul O'Grady Show**

Title: Fixer/ Local Producer (Contract)

Assist British film crew with shooting in Los Angeles; arrange film permits, locations and general local knowledge about area and film industry.

- **2004: BBC/ Scream Films: Film for BBC UK Television**

Title: Fixer/ Local Producer (Contract)

Assist British film crew with shooting in Los Angeles; arrange film permits, locations, catering, casting, banking and general local knowledge about area and film industry.

- **2004: BBC 1: Documentary for BBC UK Television**

Title: Fixer/ Local Producer (Contract)

Assist British film crew with shooting in Los Angeles; arrange film permits, locations, catering, casting, banking and general local knowledge about area and film industry.

WEB DESIGN EXPERIENCE

- **2005-present: SwirlyGig Media: Web & Graphic Design**

Title: Owner & Principal Designer

Create multi-page websites for clients; consult with new clients on ideas and needs, translate these into web content; put content online and beta test before going live; update client's sites as needed; create custom graphics and logos.

- **2006-2007 Variety/ Reed Business Information**

Title: Web Editor & Writer

Web Editor of *VarietyWeekend.com* and *Stylephile.com*. Attend weekly editorial meetings with Variety Weekend (print issue) staff to plan each weekly issue; pitch ideas; write articles; edit print content for online suitability; put content online; optimize graphics for web; post web-only content; update evergreen content weekly.

- **2005 - present: Captive Daughters: Anti-Sex Trafficking NGO**

Title: Web Editor/ Writer

Redesign outdated website with new graphics and content; implement database and email servers; add multiple new pages of content specific to client's issue; write articles about issue; write grant proposals, letters, newsletters; update weekly blog site.

ADDITIONAL EXPERIENCE & INFORMATION

- **Fiction Writer**

Published short stories in various literary journals since 1997

- **Substitute Teacher**

Substitute teach for grades K-12 in the Anchorage School District since October, 2008

EDUCATION

- **University of California, Berkeley**

B.A. in English Literature, May, 2002

REFERENCES

Available upon request