

Susan Sycamore

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Education

Indiana State University, Terre Haute, IN

Expected May 2022

Bachelor of Arts in English

GPA: 3.5/4.0

Internships

McGraw-Hill Publishing, (Remote) Indianapolis, IN

May 2021 – Aug. 2021

Publisher Intern

- Evaluated and recommended manuscripts for publication (novels, short stories, memoirs, and collections of essays).
- Proofread texts for grammar and spelling errors, inconsistencies, and appropriate word choice.
- Helped with the production schedule to ensure books were received by distributor on time, including liaising with editorial, production, and printers.

Work Experience

Writing Center, Indiana State University, Terre Haute, IN

Aug. 2020 – Present

Writing Tutor

- Assist students in development of theses and ideas as well as guidance on paper structure and organization.
- Advise students regarding grammar and style problems.
- Received high remarks for the creativity of tutoring sessions and instructional techniques from students and faculty.

Collegiate Involvement

Indiana State University, Terre Haute, IN

Jan. 2019 – Present

Kappa Kappa Gamma, Member/Recruitment Chair

- Led new member recruitment in Fall 2019 and 2020 resulting in the largest classes in chapter history.
- Directed and delegated five (5) recruitment events each Fall to promote membership and values.

Indiana State University, Terre Haute, IN

Aug. 2019 – Present

Creative Writing Society, Member

- Meet weekly to write and discuss creative writing and host various literary events on campus and in the community.
- Edit and produce Indiana State University's award-winning literary and visual arts journal, *Allusions*, each spring