



melissa wozniak

versatile and detail-oriented storyteller skilled in multiple areas of print production who quickly acclimates to the communication needs of an organization

New York, NY » www.worldwidewoz.com » melissawozniak@pm.me » 347 699 4684

experience

editorial consulting + visual storytelling

MeFree » Mumbai, India » Apr–Nov 18

Delivered communications and expansion strategy for Sab Ka Mangal Ho, the nonprofit initiative of an Indian yoga brand. Guided a U.S. business acquisition

Library for All » New York, NY » Sep–Dec 15

Project Manager of a six-person team that overhauled a global literacy nonprofit's communications practices. Created structures for story production, analyzed impact, presented core message recommendations

Kidzpositive Family Fund » Cape Town, South Africa » Oct 11–Oct 16

Shadowed doctors and counselors onsite at pioneering pediatric HIV/AIDS clinic. Drafted funding proposals including a successful R1 million ask. Organized workshop/therapy for adolescents to contribute to overseas art project. Served on U.S. board of directors

South African Education and Environment Project » Cape Town, South Africa » Mar 12–May 14

Led Constitution revision and generated communications strategy for a R5 million nonprofit organization. Rebranded organization's mission, vision, and values. Composed narratives and annual report content. Wrote funding proposals and documented program work through photography

Kasanka Trust » Serenje, Zambia » Oct 12–Mar 13

Developed business plan and visual marketing materials for a new ecotourism initiative at Kasanka National Park

writing + editing

FREELANCE WRITER

New York, NY + Nashville, TN » Dec 04–present

Writing published by *Inked*, *Marie Claire*, *ShermansTravel*. Covered Town Hall Presidential Debate for playboy.com. Produces cross-cultural content for *MeditationWise*, an online meditation library

Luxury Link » New York, NY » Aug 14–Jun 15

Led textual redesign of luxury travel website. Wrote stories for its quarterly magazine

CONTRIBUTING EDITOR

Inked » New York, NY » May 14–present

Edits national art/lifestyle/culture magazine

NEW YORK CORRESPONDENT

TRUFFLE Travel » New York, NY » Sept 13–Feb 14

Created content and photography for a travel website/iOS app for women. Built brand presence in New York market. Proposed and launched company's social responsibility initiative. Laid groundwork for Q1 expansion to Cape Town. Worked remotely with an international team from start-up planning through launch and sale of company

SPECIAL PROJECTS EDITOR

Village Voice Media, Nfocus magazine + Nashville Scene » Nashville, TN » Aug 07–Apr 09

Covered philanthropy events, interviewed prominent community members, wrote monthly features. Directed revision process as chief copy editor. Shared responsibilities with company's alt-weekly newspaper: wrote articles, edited proofs before weekly issue close, and conceptualized weekly food scene e-newsletter

PROOFREADER

Journal Communications » Nashville, TN » Feb 08–Aug 09

Edited final galleys of U.S. city guides

EDITORIAL INTERN

Playboy » New York, NY » May–Aug 04

Interviewed contributors, authors, and entertainment figures, wrote front-of-book content, and managed Playbill section for two issues. Aided in revising major features

production + design

PRODUCTION ASSISTANT

Newsweek » New York, NY » Nov 06–Jun 07

Liaised with international desk during issue close to track changes, organize content, and transmit issue data for domestic and international editions. Maintained deadlines while incorporating late news-related revisions

education

The University of Tennessee
Knoxville, TN

B.S. Communications, Journalism
Magna Cum Laude

Minor in political science
Aug 01–Dec 04

School of Visual Arts

New York, NY

Advanced editorial design
Jan–May 07

honors

Phi Kappa Phi honor society

Kappa Tau Alpha honor society in
journalism and mass
communication

Alex Haley/*Playboy* Interview
Scholarship and Internship

2011 Travelocity Change
Ambassador grant to represent the
company in Cape Town, South
Africa and volunteer for a
community nonprofit

2014 Contiki Storytellers
competition winner. Promoted con-
servation initiatives in Costa Rica

skill set + applications

AP Style » Adobe InDesign »
Photoshop » Wordpress » SEO »
PowerPoint » Excel » Word » Wix
Squarespace » QuarkXPress » CMS
social media » DSLR photography

etc.

Yoga Alliance-certified yoga
teacher. Reiki master practitioner

Extended solo travel through
Southern and East Africa,
Southeast Asia, and the Indian
subcontinent