

KAREN YOUNG

Editor | Instructional Designer

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PROFILE

Accomplished editor and instructional designer who thrives on creating engaging learning experiences in a variety of formats from print to online to mobile. I am passionate about putting learners at the center of instructional design, collaborating with stakeholders, and aligning content to learning objectives.

PROFESSIONAL EXPERIENCE

Managing Editor

Interactive Works | Chicago | 2014 to present

- Produce e-learning content for online platforms, mobile apps, and interactive e-books
- Develop strategies to convert print content to interactive format for more dynamic learning experiences
- Implemented new editorial process that created new revenue stream for firm and improved product quality for clients
- Write client style guides to ensure consistent voice and branding
- Train and manage team of overseas editors employed to help firm handle project surges
- Manage production schedules to ensure deadlines are met
- Proofread and QA all products before release

Editor

McGraw-Hill Education | Chicago | 2003 to 2014

- Managed category-leading consumer education and study guide publishing program
- Acquired new book products and managed development from budgeting to contract negotiation to publication
- Established a large network of authors, experts, and artists to create top-notch content
- Developed companion practice app to promote print products
- Produced original audio content to enhance products
- Licensed content from foreign partners and adapted material to create products for North American market
- Managed the development and identity of bestselling brands including the *Michel Thomas Method* language-learning program, *Demystified* study guides, and *VOX* dictionaries

SKILLS

- Adult learning theory
- Needs assessment
- Learning objectives
- Assessment
- Storyboarding
- SME collaboration
- Accessibility (508 and WCAG)
- Project management
- Audio production
- Copyediting
- Proofreading
- Quality assurance (QA)

TECH

- Adobe Creative Cloud
- Articulate Storyline 360
- Google Suite
- Office 365
- Sharepoint
- Learning management systems (LMS)

EDUCATION

University of Wisconsin-Stout

Graduate Certificate
Instructional Design

Miami University

BA, English

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PROFESSIONAL EXPERIENCE (continued)

Editor

American Library Association | Chicago | 2001 to 2003

- Acquired and developed twenty new professional development book titles annually
- Represented ALA Editions press at annual conferences

Associate Editor

John Wiley & Sons | Chicago | 1997 to 2001

- Acquired consumer book titles including category bestsellers such as *Organizing for Dummies* and *Feng Shui for Dummies*

FREELANCE EXPERIENCE

Editor

Committee for Children | Seattle | 2020 to present

- Copyedit student- and teacher-facing materials for print and online K-8 social-emotional learning curriculum
- Ensure content matches *Second Step* brand voice and style guidelines

Editor

Lake Forest College | Lake Forest, IL | 2007 to 2011

- Copyedited and proofread the award-winning *Spectrum* alumni magazine and book titles for the college's press

Editor

Playboy Enterprises | Chicago | 2004 to 2011

- Edited text for *Playboy Special Editions* magazine, website, and newsletter
- Wrote headlines, copy, and book reviews for *Playboy Special Editions* magazine and Playboy.com

LANGUAGES

- Global English
- Spanish (proficient)