

Kristi D. Apostel

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Professional Summary

Committed mentor, writer, and editor with extensive experience in designing and editing creative and technical content, composing and using style guides, and collaborating with clients and colleagues to mutually advance skills in writing, communication, and editing

Experience

Editor, Dissertation Editor 2022-2023

- Edit and proofread dissertations and articles for publication in academic journals
- Advise writers on argument and reasoning in manuscripts on varying topics
- Format dissertations and manuscripts for style, such as APA and CMOS
- Research academic publications for clients to submit manuscripts
- Consult with clients virtually as projects develop

Senior Lead Writing Tutor, Smarthinking Inc., Pearson 2007-2023

- Write, edit, and design pedagogical, professional development content for students and tutors
- Update and edit content on new editions of APA, MLA, Chicago, Turabian, and Harvard
- Manage lead tutors on large-scale projects and mentor a team of tutors every semester
- Conduct synchronous and asynchronous training for new domestic and overseas tutors
- Tutor writing asynchronously and synchronously—whiteboard chat and audio/video

Freelance Dissertation Editor, Private Tutoring and APlus, Louisville, KY 2016-2021

- Edited and proofread dissertations, including adherence to APA and CMOS
- Led a successful PhD student to receive best dissertation of the year for the university

Adjunct Instructor, Bellarmine University, Louisville, KY 2016, 2018, 2020

- Taught Technical Communication, engaging students and clients to produce deliverables

Coordinator, Tutor, and Instructor, Finlandia University, Hancock, MI 2004-2008

- Managed a team of professional and student tutors
- Wrote and edited the center's first tutoring handbook and created in-house marketing content
- Conducted workshops for students, faculty, and staff on writing and study skills
- Served as Lead English Tutor for traditional, non-traditional, and ESOL students
- Taught College Grammar and Composition, College English II, Digital Portfolio

Instructor, Michigan Technological University, Houghton, MI 2004-2005

- Taught Frameworks for Success and Creating Your Success for first-year students

Lecturer, Clemson University, Clemson, SC 2002-2004

- Taught English Composition 101 and 102 and Contemporary Literature
- Taught Business Writing and Technical Writing through client-based projects
- Served as an advisor to students for FASP, Clemson's First-Year Academic Success Program
- Served on committees, including English Department Curriculum Committee

Adjunct Instructor, Toccoa Falls College, Toccoa Falls, GA 2002-2004

- Taught English Composition and American Literature

Education

Clemson University, M.A. in English, Clemson, SC May 2002

Teaching Assistant: English Composition 101 and 102

Graduate Assistant: Tutored graduate and undergraduate students in the University's Writing Center

Toccoa Falls College, B.A. in English, Toccoa Falls, GA December 1998

Honors: Magna Cum Laude, Dean's List for entire length of study