

Laura England Miller

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Publishing/Media-related Experience

1990-1996

Freelance writer/editor

2014-present – Freelance book editor

1994-1996 – Freelance writer for several outlets, including *WORLD Magazine* and *Tabletalk*

1990-1996 – Freelance book editor, Soli Deo Gloria Publishers, PA. (see “Books Edited”)

1994-1995

Ligonier Ministries, Orlando, FL

Writer/Editor for *Tabletalk* magazine

- > coordinated publishing schedule with editorial team
- > contacted contributors and guest writers
- > wrote 1-3 articles per month
- > edited monthly magazine from draft through bluelines
- > drafted study and conference materials
- > proofread manuscript prior to submission to publisher
- > served on internet transition team

1990-1994

Huntington House Publishers, Lafayette, LA

1994 – Marketing Director

- > developed marketing plans for new titles and authors
- > coordinated specials with national sales team
- > organized book tours and media interviews
- > represented the publisher at media and booksellers conventions

1991-1994 – Freelance Book Editor and Writer (see “Books Edited”)

- > provided basic to heavy editing on books within a range of genres, including nonfiction political works, how-tos, and biographies, following *The Chicago Manual of Style*

1991-1992 – In-house Book Editor (including Acquisitions and Managing) (see “Books Edited”)

- > consulted with authors through the editorial process
- > provided basic to heavy editing on books within a range of genres, including nonfiction political works, how-tos, biographies, and historical fiction
- > guided manuscripts from draft to bluelines, following *The Chicago Manual of Style*
- > performed desktop publishing, including formatting book matter and designing book covers
- > negotiated contracts with new and published authors
- > drafted back cover copy
- > co-authored three titles

1990-1991 – Publicist

- > organized book tours and media interviews
- > drafted back cover copy, advertising copy, and summary blurbs for industry publications
- > represented the publisher at media and booksellers' conventions

1989-1990

Concerned Women for America, Washington, DC

Research Specialist, Archivist, Writer, Editor

- > managed archives for public policy organization
- > executed research requests for legal, legislative, and editorial departments
- > contributed to monthly magazine as writer and editor

1988

Housatonic Publishing, New Milford, CT

Reporter, *The Brookfield Journal*, Brookfield, CT

Managing Editor, *The Pawling News-Chronicle*, Pawling, NY

Teaching Experience

2007 - 2014

Blackburn Study Center/Gideon Study Center, Pittsburgh, PA

2007-2014 – Tutor (grades 3-12) – writing, grammar, history, art, and elementary level science

- > develop lesson plans
- > provide classroom instruction
- > grade and assess student work
- > communicate with administration, parents, and colleagues

2012-2014 – Mentor for grammar and writing tutors, providing guidance and encouragement

1992-1994

Westminster Christian Academy, Opelousas, LA

English Teacher (grades 7-12) – literature, composition, vocabulary, and grammar

Other Experience

1983-1987

Sears

1985-1987 Department Manager, Loss Prevention Manager, Danbury, CT

1983-1985 Store Security Guard, Hunt Valley, MD

Education – B. A., Mass Communication, 1985, Towson University, Baltimore, MD

Volunteer Work

- ❖ Blog Contributor
 - > #thereyougothinkingagain (<http://thereyougothinkingagain.weebly.com/>) (2015)
 - > Who Me? (<http://surprisedtobeaguest.wordpress.com/>) (2011-2014)
 - > Three Rivers Grace (<http://www.3riversgrace.org/3rg-blog>) (2013-2014)
- ❖ Three Rivers Grace Church, Pittsburgh, PA (2011-present)
 - > Sunday School Director
 - > Women's Bible Study Leader
 - > Women's Ministry Leadership Team
 - > Child Protection Policy Team
- ❖ Homeschool Hornets Soccer Club (2013-present)
 - > Communications Director (<http://washingtonhornetsoccer.weebly.com/>)
- ❖ Workshop/Homeschool Conference Speaker (2007-2014)
 - > Dressing It Up with IEW
 - > What Is Classical Education?
 - > Writing in the Classical Classroom
 - > Rethinking Singleness
- ❖ Website Developer and Manager (1999-2014)
 - > Homeschool Hornets Soccer
 - > Robinson Township Christian School
 - > Blackburn Study Center
 - > Gideon Study Center
- ❖ Board of Directors, Gideon Study Center (2012-2013)
- ❖ Community Relations Coordinator/Founder, Gideon Study Center (2009-2013)
 - > assisted in the founding of Gideon Study Center
 - > surveyed homeschooling community in Pittsburgh's South Hills
 - > planned and hosted informational meetings for prospective families and tutors
 - > developed marketing materials
 - > recruited and interviewed staff
 - > served as primary contact for the center
 - > guided prospective families through the application process
 - > created and maintained website
- ❖ Board of Directors, Robinson Township Christian School, PA (1996-1999)
- ❖ Three Rivers Grace Church, Pittsburgh, PA (2011-present)
 - > Sunday School Director
 - > Women's Bible Study Leader
 - > Women's Ministry Leadership Team
 - > Child Protection Policy Team

References available upon request