



ERENDIRA RAMIREZ-ORTEGA

EDITOR

PERSONAL PROFILE

My name is pronounced like this:
eh- r- eh- y- n- d- ih- r- ah.
I'm a professional writer with a broad range of editing experience in the academic, corporate, and publishing industries. I'm committed to telling stories creatively that will impact others in a delightful way.

PROFESSIONAL SKILLS

- Editing
- Copywriting
- Marketing
- Graphic Design
- Blogging
- Content Development
- MailChimp
- Digital Media
- Online Publishing
- Web Copy
- Proofreading
- Online Education

CONTACT INFORMATION

Mobile - 310-982-0101
Email - hello@erocreative.com
Portfolio - www.erocreative.com
LinkedIn: [@erendiraramirezortega](https://www.linkedin.com/in/erendiraramirezortega)

PERSONAL INTERESTS

Blogging
Fiction Writing
Homeschooling
Reading
Camping
Hiking
Cycling
Cooking

ENDORSEMENTS AVAILABLE HERE :
WWW.EROCREATIVE.COM/ENDORSEMENTS

RELEVANT EXPERIENCE

Proofreader

God's War by Jerry Scheidbach, 2019

- Proofread two versions of title manuscript by local pastor. Book released Summer of 2019.

Newsletter Editor

SoCal Christian Writers' Conference, 2016 - 2017

- Launched 24 newsletters featuring interviews with faculty and event announcements. Composed interview questions, edited incoming articles, and launched newsletter.

Co-Founder & Editor

Burning Bush Press, 2015 - present

- Identify, evaluate, and acquire content for the biennial Burning Bush Press Short Story Contest for homeschoolers in grades 3 through 8. Edit, format, and publish winning short stories. Actively recruit sponsors and negotiate agreements. Research new topics of interest by surveying newsletter subscribers.

Assistant Editor

Intercessor Magazine, 2014 - present

- Proofread quarterly magazine articles.

Curriculum Developer

DIRECTV, 2011

- Designed and instituted a comprehensive style guide for training curricula, ensuring style consistency and branding compliance. Reviewed, revised, and updated the following: 6 Quick Studies; 5 Participant Guides; 2 Leader Guides; 1 Workbook; 1 Mid-Term; 1 Final; and 1 Leadership Playbook.

Instructional Designer

Cal State University, Dominguez Hills, 2010- 2011

- Scripted, narrated, and edited 3 course-design tutorial videos. Trained and assessed 17 faculty on the creation of effective learning materials and the methods of writing student learning outcomes via an Online Teaching Academy.

EDUCATION

MILLS COLLEGE

M.F.A in Creative Writing,
1997 - 1999

UCLA

B.A. in Latin American Studies,
1995-1997