

Dillon Dodson

Professional Summary

A copy editor and writer covering news, science, government, music, arts, food and more in digital and print media. A content producer, publisher and distributor overseeing websites, newsletters, apps, magazines and social media. Attends to style, design, accuracy and workflows. Collaborative team member in editorial and customer service environments.

Career Experience

Digital content producer at WHYY News, February 2024–current. Philadelphia

- ❖ Publishes journalists' digital news articles after performing copy edit and line edit on a daily production cycle
- ❖ Writes and edits headlines and SEO copy. Maintains homepage, newsletters, app, phone alerts and topic analytics
- ❖ Covers breaking news, government, science, education and arts in the Delaware Valley. Writes explainer articles

Freelance copy editor, January 2023–current. Remote

- ❖ Edible Nashville magazine: Edits and fact-checks print stories, recipes and ads on a quarterly production cycle
- ❖ Scientific American: Fact-checks and proofreads digital articles on a per-assignment basis

Staff copy editor at PhillyVoice, May 2023–February 2024. Philadelphia

- ❖ Edits, fact-checks, styles and publishes digital news articles on a daily production cycle
- ❖ Writes and edits headlines and SEO copy. Collaborates with managing editor on production duties
- ❖ Covers breaking news, health, sports, events and arts in Philadelphia, its suburbs and South Jersey

Assistant editor at Parade magazine, formerly editorial assistant, March 2019–November 2022. Nashville

- ❖ Writes, edits and proofreads print stories on a weekly production cycle
- ❖ Publishes print copy to web and writes SEO copy. Writes press releases and invoices writers
- ❖ Covers national entertainment, celebrities, health, recipes and the "Ask Marilyn" column

Social media customer experience associate at Lyft, February 2018–March 2019. Nashville

- ❖ Provides customer service to (and engages as brand voice with) Lyft riders and drivers via Twitter and Facebook
- ❖ Writes and implements reference material, UX content and customer relationship management processes
- ❖ Collaborates with content team through in-office career development program

Other Freelance and Part-Time Experience

Chattanooga Times Free Press Journalist **Tennessee General Assembly, Engrossing Office** Proofreader

High Faluter Music and news writer **Mary Hong Art Gallery** Publicist and volunteer staff

Varsity Tutors English and reading tutor **Lowe's Home Improvement** Customer service associate

Technical Proficiencies

Content management **Airship, Airtable, Core Publisher, Drupal, Tempest, Wagtail, WordPress**

Customer relations, email management **Emma, Engaging Networks, Freshbooks, Mailchimp, SurveyMonkey, Zendesk**

Data, bug tracking **Google Analytics, Parse.ly, Jira**

Design **Adobe Creative Cloud, Canva, Lucidchart**

Editing (audio, copy) **Confluence, Google Workspace, Hindenburg, HTML, Microsoft Office**

Social media management (beyond platforms themselves) **Lithium, SocialFlow, Sprout Social**

Internships

Nashville Public Radio. Fall 2016. Nashville

- ❖ Writes, edits, proofreads and transcribes web and radio copy. Creates promotional and social media material

Music City Artists. Summer 2014. Nashville

- ❖ Creates press kits for signed artists. Researches potential clients (U.S. venues and unsigned musicians)

Education

Bachelor of Science, Music Business, Department of Recording Industry. Minor in Entrepreneurship

Middle Tennessee State University, College of Media and Entertainment. Graduated 2016. *Magna cum laude*

High School Diploma

The Webb School, Bell Buckle, Tenn. Graduated 2013. *Magna cum laude*