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| **Margaret Winchell Miller**mlwmiller@gmail.com  |
|  | Professional ProfileAccomplished writer/educator with 15+ years of experience in communications, including:* creative implementation of client stories to convey organizational messaging;
* superior writing and editing skills;
* teaching experience at the college level; and
* effective proposal writing with demonstrated results.

EducationMaster of Fine Arts, Creative WritingBowling Green State University, Bowling Green OHBachelor of Fine Arts, EnglishHollins College, Roanoke VA Employment**Principal—The Business of Words [1995-present]*** Specializing in the writing and editing of marketing materials, online content, case studies, white papers, website copy/blogs, electronic and printed newsletters, speeches, letters and press releases for a range of clients, including **The Baker Institute, Norton Rose Fulbright, MetroNational, Escape Family Resource Center,** and others
* Approximately 100 articles and interviews published in ***Texas Monthly, Ms., Creative Living, Houston Press, Chorus America, Community College Journal,*** and others. Online portfolio at <http://margaretmiller.writersresidence.com>

**Grant Writer—National Association of Women Artists [8/2020 – present] Contract position*** Identifies opportunities, studies requests for proposals, and attends strategy meeting
* Writes, revises, and edits drafts, including executive summaries, conclusions, and organization credentials
* Meets proposal deadline by establishing priorities and target dates for information gathering, writing, review, approval, and transmittal

**Development Writer—Trinity University [3/2019-3/2020]*** Produced multi-million-dollar proposals for prospective donors to fund campus buildings and initiatives
* Raised in excess of $10 million in 10 months from foundations and individual donors
* Created content for case statements to generate corporate partnerships
* Generated email appeals for end-of-year capital campaign, raising more than $95K between 12/20 – 12/31/2019
* Drafted social media posts, e-newsletters, case statements, and web stories

**Be Bilingual – Instructor [August 2017 – December 2018]*** Worked with foreign executives [French/Chinese/Spanish] to reduce accents and improve English language pronunciation, grammar, vocabulary, and conversational skills

**Workshop Instructor—Writers in the Schools [Summer 2017]*** Led students in projects and exercises to improve writing skills, expand vocabulary, and encourage creative expression

**Writer/Editor—U.S. Department of State [9/2014 – 1/2016]*** Produced original copy for book commemorating the **Art In Embassies** program headquarteredin Washington, D.C.
* Crafted international artist profiles through personal interviews and research
* Collaborated with designers and program director to define concept and content direction

**Website Editor—LBJ Presidential Library [5/2012 – 6/2014]*** Researched and created historical and descriptive content for new website
* Managed social media campaigns
* Scripted, directed and produced exhibit videos for library website
* Initiated and fostered partnerships with Austin organizations and schools for marketing purposes
* Developed Civil Rights Essay Contest for Texas high school students to generate interest in the LBJ administration, library exhibits, and promote research opportunities
* Garnered in-kind publicity and marketing support from Texas Tribune

**Communications Manager, University Medical Center Foundation [1/2009 – 1/2010] Contract position*** Facilitated communication between the Foundation and community media outlets
* Drafted press releases, web content, newsletter articles to support El Paso Children’s Hospital
* Managed website, updating content and monitoring traffic
* Supported fundraising events through public relations campaigns

**Communications Director, Houston Arts Alliance [1/2008 - 12/2008]**

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| * Directed rebranding of city-funded public arts agency
* Developed, launched and maintained new award-winning website
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| * Facilitated public relations
* Managed staff and interns
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| * Wrote and produced marketing brochures, annual report and related collateral materials
* Created and published a guided tour of Houston’s civic art collection
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**Marketing/Communications Director - Ellen Susman Enterprises [2005-2009]** * Co-produced “Balancing Your Life,” a national television series originating on HoustonPBS
* Created grant proposals to fulfill $185K fundraising campaign
* Scripted interviews for program participants
* Managed pre- and post-production of 28 episodes
* Leveraged distribution to 78 public TV stations nationwide

Teaching Experience Bowling Green State University – Miss Porter’s School – The Hotchkiss School - Austin Community College – El Paso Community College – Houston Community College – Lone Star College | Kingwood**References*** Jeanna Balreira | Former supervisor | | jgoodri1@trinity.edu
* Darlene Beaman | Former supervisor | 281-360-4152 | Darlene.S.Beaman@lonestar.edu
* Catherine Grace | Former editor | 919-360-1559 |oneillgrace@aol.com
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