

# Sophie Nichols

Fort Collins, CO | [sophiemnichols@gmail.com](mailto:sophiemnichols@gmail.com) | (970) 685 8804 | [LinkedIn](#) | [Portfolio](#)

Freelance writer and editor with demonstrated experience working on magazines and manuscripts. With a certification in SEO and knowledge of Adobe Creative Suite, I am adept at collaborating with a team to fulfill brand guidelines.

## WORK EXPERIENCE

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**Alive Publishing Group** (*Canadian Health & Lifestyle Magazine*) **Remote**  
*Freelance Writer* *August 2023—Present*

- **Contribute research-backed articles** on health and lifestyle for *alive.com* and *Delicious Living*, enhancing content quality and reader engagement.
- **Consistently meet deadlines** across time zones and provide enthusiastic collaboration throughout the editing process.

**Staples Print and Marketing Center** (*Print and Marketing Department*) **Fort Collins CO**  
*Print and Marketing Associate* *August 2023—Present*

- **Implemented Adobe Creative Suite expertise** to edit and format various marketing materials for printing, ensuring consistent brand representation and high-quality output.
- **Collaborated closely with team members** to maintain efficient workflow and deliver exceptional customer service, ensuring client satisfaction and loyalty.

**Jared Steinberg Fine Art** (*Denver Based Artist*) **Denver, CO**  
*Social Media Copywriter* *July 2022—May 2023*

- **Increased engagement by 300%** within a two-month period (December 2022 - January 2023), through strategic content creation and targeted campaigns using Meta Business Suite.
- **Developed captivating and trend-focused copy** for Instagram, TikTok, and Facebook captions, resulting in increased brand visibility and user engagement.

**The Little Museum of Dublin** (*Museum*) **Dublin, Ireland**  
*Student Intern* *September 2021—December 2021*

- **Led an effective email marketing campaign for schools**, boosting bookings for the museum's educational program and increasing engagement in the education sector.
- **Collaborated with an international team** to enhance the guest experience, fostering positive visitor interactions across diverse cultural backgrounds.

**Dzanc Books** (*Publishing House*) **Ann Arbor, MI**  
*Editorial Intern* *June 2021—August 2021*

- **Reviewed a high volume of submissions** to Dzanc Books through agent queries and the program Submittable, and contributed to the selection of quality manuscripts for publication.
- **Streamlined the acquisition process** by reducing extensive manuscript submissions into concise and informative reader's reports, ensuring a fair and thorough evaluation of each manuscript.

**'The New Word Order'** (*Student Literary Magazine*) **Dublin, Ireland**  
*Editor & Proofreader* *January 2022—May 2022*

- **Demonstrated exceptional copy-editing and proofreading skills**, meticulously reviewing and polishing final drafts of selected works before publication.

## EDUCATION

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University College Dublin | UCD School of English, Drama, & Film

Dublin, Ireland

Bachelor of Arts (Hons) in English with Creative Writing | 3.9 GPA

Graduated September 2023

- **Final Year Thesis:** 'Wayfarer'
- **Awards:** BA English with Creative Writing Dissertation Award, First Class Honors.

## KEY SKILLS

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**Computer:** Canva, Microsoft Office Suite, Adobe Creative Suite, Submittable, Meta Business Suite.

**Skills:** Chicago Manual of Style, Developmental Editing, Proofreading, Copywriting, Fact-Checking, Research, Communication, Customer Service, Event Organization, SEO.

## PUBLICATIONS

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**"9 Ways to Foster an Abundance Mindset"** — Alive.com

Published 2023

An informational article on the benefits of an abundance mindset and the misconceptions about the 'Lucky Girl' TikTok trend. (~800 words)

**"The Furthest Distance Between Two Stars"** — *The New Word Order* 3rd Edition

Published 2021

The night after graduation, Tom has plans to catch a Greyhound bus. It's just a matter of convincing his friend George there's nothing to leave behind. (~2,600 words)

## WORKS IN SUBMISSION

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**"Border Poet Manuscript"** — Proposal Accepted by University of New Mexico Press

Assistant Editor

Dr. Jonathan Creasy dives into poetry and writings from the Texas-Mexico border, featuring poems by Benjamin Alire Sáenz.

**"10 Pressing Environmental Issues of 2024"** — submitted to Alive.com

An article on the 10 most pressing environmental problems facing 2024 and actionable steps readers can take to fight back. (~800 words)

**"The Benefits of a Full Body Lymphatic Drainage Massage"** — submitted to *Delicious Living*

An article on lymphatic drainage massage, detailing the ins and outs of the lymphatic system and ways to improve immune health. (~800 words)

## CERTIFICATIONS

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SEO Fundamentals Course with Greg Grifford

Semrush Academy

June 2023

- **Skills:** SEO Best Practices, SEO Copywriting, Web Content Writing, Organic Search Results.