

SARAH L. WEAN

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EDITOR

Former Federal Reserve risk manager pivoting into an editorial career, with two editing certificates from the Poynter Institute and additional coursework at the Editorial Freelancers Association.

- Meeting deadlines • Attention to detail • Wordsmithing for a smooth read •
- Following author or company voice • Explaining editing suggestions •

MATERIALS

Journal Articles | Web Articles | Newsletters | Essays | Company Materials | Reports | Course Materials

ADDITIONAL SPECIALTY TOPICS

Well-Being | Yoga | Meditation | Psychology | Knitting | Gardening | Nature

SKILLS

Types of editing: Copyediting, line editing, and proofreading with sensitivity to author or company voice

Style guides: Chicago Manual of Style, Associated Press Style (AP), company and house style guides

Software: Microsoft Office, Google Docs

EXPERIENCE

Sarah Wean Editing

May 2025–present

- Grant applications for New Mexico non-profit organization
- Editorial Freelancers Association newsletter articles

Federal Reserve Bank of New York | Risk Team Manager

New York, NY | 2005–2024

Led a team of risk professionals to provide value-added risk management, compliance, and control services to business areas. Provided risk insights and analyses to senior management. Collaborated cross-functionally to review and consult on strategic priorities, processes, and best practices.

WROTE AND EDITED

Training Materials | Risk Analyses and Assessments | Audit and Compliance Reports | Strategic Plans
Sarbanes Oxley Testing and Documentation | Trends and Financial Sector Impact Reports | Supervisory Assessments

- Appreciated for sharp editing and writing, meeting deadlines, and staying calm under pressure.

EDUCATION

New York University | MBA in Finance and International Business

Lehigh University | Bachelor of Arts in Government and Psychology (double major)

PROFESSIONAL COURSEWORK

Poynter Institute | Introductory and Intermediate Certificates in Editing

Editorial Freelancers Association | Grammar Fundamentals and Copyediting: Beginning

ACES: The Society for Editing | Virtual conferences and webinars

VOLUNTEER WORK

Gardening and greenhouse work – Laurelwood Arboretum, Wayne, NJ

ESL Tutor – Wayne Public Library, Wayne, NJ