

Bonnie Loewenstein

Brooklyn, NY 11215 • 347-564-5752 • bonjaloew@gmail.com • linkedin.com/in/bonnie-loewenstein

Copyeditor/Proofreader/Writer

Nonfiction and ESL copyeditor, line editor, proofreader, and writer delivering clear, concise, well-formatted, typographically correct copy. Adept at collaboration. Versed in social sciences and medicine.

KEY COMPETENCIES

Copyediting | Nonfiction Writing | Client Style Guidelines | Author/Client Liaison | ESL and Academic Editing | Chicago Manual of Style | Associated Press Stylebook | Manuscript Preparation Requirements | Website and Social Content | Development Communications | Fact-Checking | LinkedIn

PROFESSIONAL DEVELOPMENT

Word Essential Training (Microsoft 365, 2021)

LinkedIn Learning

Learning Acrobat Reader DC

LinkedIn Learning

Proofreading 1: Introduction

Chartered Institute of Editing and Proofreading

Copyediting: Beginning

Editorial Freelancers Association

In Progress

PROFESSIONAL AFFILIATIONS

ACES: The Society for Editing

Editorial Freelancers Association

EXPERIENCE

Loewenstein Editing and Writing Services, Brooklyn, NY, October 2016–Present

Specialize in ESL and persuasive essay editing. Copyedit and proofread to ensure clarity, meet client goals, and implement appropriate style. Correct grammar and mechanics; improve cohesion, diction, syntax, style, and usage; check facts; and query adroitly.

Highlights:

- Copyedited and line edited academic article by Massimo Santanicchia, "Becoming Citizen Architects: A Case Study of a Design Studio in Reykjavik." *Building Material*, no. 22 (2019): pp. 117–36
<https://www.jstor.org/stable/26816294>
- Copyedited and line edited personal statements of medical fellowship applicants
- Copyedited newsletters, mailers, and website material for Newton, MA City Councilor Randy Block

Research /Writing Development Intern, The HOPE Program, Brooklyn, NY, March 2016–September 2016

Conducted extensive grant prospect research using Foundation Directory Online database. Cowrote grant seeking materials in Google Docs.

Highlights:

- Identified foundations matching organization's grant seeking needs
- Collaborated on letters of inquiry, donor re-engagement letters and a concept paper

EDUCATION

Bachelor of Arts in Psychology

Hunter College, City University of New York, New York, NY

Physio-Chemical Principles of Modern Biochemistry

Teachers College, Columbia University, New York, NY

TESLA (Teaching English as a Second Language to Adults) Certificate

The Literacy Assistance Center, New York, NY

TECHNOLOGY

Word (Microsoft 365) | Adobe Acrobat Reader DC | Slack | Zoom | Google Docs