

# Yvonne Faith Russell

Additional contact information withheld for this viewing

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## EDUCATION:

### Bachelor of Arts

The University of Alabama, Tuscaloosa, AL (2014-2018)

Major: Dance

Minors: English & Creative Writing

Honors: *summa cum laude*

University Honors

## RELEVANT EXPERIENCE:

### Editor

LifeWay Christian Resources (Explore the Bible: Kids)

October 2019-present

- Read all published materials for grammatical accuracy, typographical and mechanical errors.
- Cross examined materials for brand consistency.
- Created spreadsheets to store metadata.
- Fact checked statements and Scripture references.
- Worked collectively to create content and activities for Explore the Bible Kids' Magazine: Explorer Guides.

Medical Forms Management, Inc. (MedForms)

November 2018-September 2019

- Copyedited customized booklets for homecare and hospice agencies nationwide.
- Inserted regulatory updates and changes in a manner consistent with the layout and format of each booklet.
- Proofread booklets directly before publication, checking for grammar and mechanical errors.
- Worked in a fast-paced publishing industry serving over 1000 healthcare agencies nationwide.
- Managed multiple clients at a time with excellent customer service and interpersonal skills.

R.H. Boyd Publishing Corporation

January 2019 (contract position)

- Edited Sunday School pamphlets for grammar, consistency, flow, and Biblical accuracy.
- Checked for mechanical and typographical errors.

*Behold the Lamb*

January 2016

- Edited the children's book for grammatical accuracy.

### Volunteer Service

New Dimensions Scholars Program (November 2018-2020)

- Copyedited marketing letters and flyers.
- Facilitated student events including anti-bullying campaigns and creative writing.

## ADDITIONAL EXPERIENCE:

### Publications

- *A Word to the Wise: Lessons I Learned at 22* (author)
- *Love Notes* (Lungs Project; contributing writer)
- *Easter Devotional for Families* (Lifeway Kids; contributing writer)
- Lifeway Voices (contributing writer)

### Speaking Engagements

- Explore the Bible on Location video (Feb 2021)
- JellyBean Dance Collective (Jan 2021)
- Rare Maven Podcast (Sept 2020)
- Mt. Calvary Madison Commencement Speech (May 2020)

### Leadership Roles:

Team Captain/Administrator: Idea Review Team, Lifeway Christian Resources

- Organized and facilitated team meetings
- Managed spreadsheets and organized data
- Analyzed data and created accurate reports
- Managed ideas to increase revenue and ROI, foster workplace culture, and serve the Nashville community

### Skills:

- Proficiency in Adobe InCopy
- Excellent written communication
- Experience in Microsoft Office Suite and Google Workspace

### AWARDS:

- "The Edith Barnes Award" (University of Alabama Department of Theatre & Dance, 2018)
- "Cleophus Thomas Award" (University of Alabama Black Faculty & Staff Association, 2018)
- Two-time recipient of the "Archie Wade Award" (University of Alabama Black Faculty and Staff Association, 2016, 2017)
- "Sandra Hullet Award" (University of Alabama Black Faculty and Staff Association, 2015)