

Todd Glasscock

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Work History

Freelance writer and editor

January 2003 to present

- Write human interest, business, general interest, and how-to features, and edit and rewrite features from raw material.
- Clients include The City Review (Waco), Waco Today magazine, Round Rock Leader, Temple Daily Telegram, Helen Ginger's Doing It Write online newsletter, and ExpertVillage.com.

TSTC Publishing, Texas State Technical College, Waco, TX

Publishing Editor, May 2007 to April 2008

- Oversaw development of custom textbooks from manuscript to print, including substantive editing, copy editing, proofreading, and layout.
- Built and maintained a pool of freelance writers and editors.
- Acquired reprint permissions.
- Coordinated and trained editorial interns.
- Wrote content as needed.

McClennan Community College, Waco, TX

Adjunct Writing Instructor, August 2006 to December 2006

- Taught three sections of freshman composition.
- Created syllabus, essay assignments and exams for each class section.
- Maintained classroom interest through discussion and lectures.

Temple Daily Telegram, Temple, TX

Lifestyles and Religion Editor, August 2002 to August 2006

- Oversaw editorial content, production and design of up to twenty daily and weekly pages, including a 2- to 4-page Saturday Religion section and an 8-to-10-page Sunday Lifestyles section.
- Edited stories for structure, style, and content, working with assistant editor to make changes.
- Wrote and edited features about local charitable, social, and religious organizations and individuals and their impact on the community.
- Rewrote releases submitted by area social clubs, churches and other organizations.
- Assigned stories, page layout duties, and rewrites to assistant editor and made photo assignments for daily and weekly feature stories.
- Met daily, weekly, and monthly deadlines.

Assistant Lifestyles Editor, September 1998 to August 2002

- Edited stories for structure, style, and content, working with editor to make changes.
- Wrote and edited features about local charitable, social, and religious organizations and individuals and their impact on the community.
- Rewrote news releases submitted by area social clubs, churches and other organizations.
- Assisted Entertainment Editor with production of daily and weekly Entertainment section.
- Promoted to Lifestyles Editor August 2002.

Police Beat/General Assignments Reporter, September 1997 to September 1998

- Covered crime and other news stories.
- Promoted to Assistant Lifestyles Editor September 1998.

Education

M.A., English, Southwest Texas State University, San Marcos, TX, 1996

B.A., History, Southwest Texas State University, San Marcos, TX, 1990

Awards

- 2006 Dr. Harry Wilmer Award, 1st Place Biographical Nonfiction in the City Federation Foundation of Temple, TX, Barclay Arts Literature Contest
- 2001 Bell County Judge and Commissioners' Committee on People with Disabilities N.S. Draughn Media Person of the Year
- 2000 Honorable Mention in the Texas Associated Press Managing Editors awards for comment and criticism

Other Skills

- Microsoft Office programs, QuarkXpress, Adobe InDesign, WordPerfect, Movable Type, some HTML, WordPress.
- AP style.