

Rudy Leon
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EvokeWordsForHire.com

SUMMARY STATEMENT

An author's editor and indexer, with 25 years of experience in higher education and scholarly communication, including 15 of research librarianship. Extensive experience in editing, indexing and writing across the social sciences and humanities

EDITORIAL EXPERIENCE

Owner/Editor 2016-present
Evoke: Words for Hire

- Provide freelance editorial, indexing, and research services, primarily to academic and scholarly authors and presses in the social sciences and humanities
- Extensive familiarity with Chicago Manual of Style and APA, as well as experience with a variety of publisher-specific style guides
- Experience:
 - Indexing scholarly materials for specialized and scholarly monographic presses
 - Embedded indexing of Cambridge University Press normalised Word documents
 - Copyediting and proofreading for authors working with scholarly and university presses
 - Copyediting for Apex-CoVantage (Routledge/Taylor & Francis)
 - Indexing for SPI Global (academic textbooks)
 - Dissertation editing and formatting
 - Developmental editing with authors looking to revise article manuscripts
 - Copyediting article manuscripts and formatting for submission
 - Subcontractor for bibliographies for books, articles, and dissertations
 - Developmental editing (textbooks) with Sage

Editorial Assistant 2001-2002
Pearson/Scott Foresman, Glenview, IL

- Communicated with authors and copy-editors regarding university STEM textbooks for Pearson
- Copyedited and wrote K-6 social science curriculum materials
- Developed kindergarten and 6th grade social science ancillary materials

Editor 2000
netLibrary, Boulder, CO

- Proofread OCR'd text for accuracy

OTHER RELEVANT EXPERIENCE

Associate Director, Research Services & Learning Spaces 2015-2016
William Randall Library, University of North Carolina, Wilmington

- Served on the senior leadership team
- Supervised professional and student staff
- Created pedagogically sound Web-based research support guides for classes and subjects
- Liaison to Philosophy & Religion, Public & International Affairs, and Interdisciplinary Minors

Outreach & Instruction Librarian, Assistant Professor of Library Science 2012-2015
Mathewson-IGT Knowledge Center, University of Nevada- Reno

- Created pedagogically sound Web-based research support guides for classes and subjects
- Taught citation management workshops, with special emphasis on Zotero
- Liaison to Political Science, Communication Studies, and Gender, Race & Identity

Technology Training Librarian, Assistant Professor of Library Science 2011-2012
Undergraduate Library, University of Illinois at Urbana Champaign

- Developed and delivered formal and informal technology training for the University of Illinois Library, including:
 - Developed and managed blog-based informal learning solutions
 - Implemented the 23 Things social media and emerging technology training program
 - Provided training in Microsoft Office, calendaring, and using the WebCMS

Senior Assistant Librarian, Collection Development and Instruction 2005-2008
College Libraries, SUNY Potsdam, Potsdam, NY

- Liaison to Women's & Gender Studies, Modern Languages, Information & Communication Technology, Economics & Labor Relations, History, and Philosophy Departments.

RELEVANT SKILLS

- SKY indexing software
- DEXembed embedded indexing software
- Proficient in Microsoft Word and Adobe Acrobat
- Proficient in all widely-used citation styles, including Chicago, APA, and Harvard/Sage
- Familiar with all major citation management software tools; expert in Zotero
- Skilled in HTML editing

TRAINING

- UC Berkeley Indexing: Theory and Application

EDUCATION

2004 MS in LIS, University of Illinois at Urbana-Champaign (UIUC)
2000 PhD Coursework completed, Syracuse University, Religion in America
1995 MA coursework completed, Claremont Graduate School, Women's Studies and Religion
1993 BA, Humboldt State University, Comparative Religions

MEMBERSHIPS

- Editorial Freelancers of America (EFA)
- ASI: The American Society for Indexers
- Indexing Society of Canada
- Freelancers Union