



KU

KAITLYN UGORETZ

FREELANCE EDITOR | UGORETZRESEARCH.ORG/EDITING

OBJECTIVE

To help students' and scholars' ideas shine through in their writing by delivering efficient and effective editorial services.

SKILLS

6+ years of professional editing, tutoring, and publishing experience

Graduate academic training

Language proficiencies:

English
Mandarin Chinese
Classical Chinese
Modern Japanese
Classical Japanese

EXPERIENCE

COLLEGE ESSAY COACH • QUESTBRIDGE • APRIL 2018 – JUNE 2018

- Responsible for reading first-generation high school scholarship students' college essays and providing feedback on content and style to help them earn admission to their dream school.

CRITICAL WRITING TUTOR • UNIV. OF PENNSYLVANIA • 2014 – 2017

- Underwent intensive training in writing instruction pedagogy with renowned scholar Dr. Valerie Ross.
- Met with students one-on-one (often on a weekly basis) to help them brainstorm, write, and revise assignments in various genres, including academic papers, op-eds, cover letters, and business reports.

CONVERSATIONAL ENGLISH TUTOR • SPEAKDECK • 2015 – 2016

- Tutored native Chinese students in conversational English one-on-one via Skype.

INTERNATIONAL NEWS EDITOR • JIANGSU BROADCASTING COMPANY, NANJING, CHINA • 2015

- Translated/edited, produced content, and helped with filming of daily international news program.
- Facilitated communications with English-speaking international museums and other contacts for programming; most notable: Chinese national 70th WW2 victory anniversary program (also credited as guest speaker).
- Co-wrote and helped produce pilot episode of JSBC's hit new weekly cultural talk show, "Hello Jiangsu" (aired September 2015).



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IELTS CONTRACTOR • JIANGSU COLLEGE FOR INTERNATIONAL EDUCATION • 2015

- Responsible for creation and editing of IELTS test prep materials.

WRITING CENTER STAFF • EPISCOPAL HIGH SCHOOL • 2012 – 2013

- English/Writing tutor and editor.
- Worked primarily with Asian students for whom English was a second language.

MAJOR PROJECTS

Copy-editing for translated publication:

lewallen, ann-elise. *Fabric of Indigeneity: Ainu Identity, Gender, and Settler Colonialism in Japan*. University of New Mexico Press, 2016.

EDUCATION

PHD, EAST ASIAN STUDIES • IN PROGRESS • UC SANTA BARBARA

Committee: Fabio Rambelli, ann-elise lewallen, Elizabeth Perez

Specializations: Japanese religion, digital ethnography, online sociality, globalization, popular culture and new media

BA/MA • 2017 • UNIVERSITY OF PENNSYLVANIA

Masters thesis: “Script in the Margins: Representations of Women in Premodern Chinese Orthography”

Advisor: Victor H. Mair



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