

JENN WEBB

EDITOR, DESIGNER, PRODUCER

CONTACT



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SKILLS

- Adobe Creative Suite
- Canva & Figma
- WordPress & CMS
- Vimeo & Swoogo
- Office 365
- Google Suite
- HTML
- Content & product strategy

EDUCATION

- B.A. ENGLISH
University of Arizona
1989-1995
- B.A. GERMAN
University of Arizona
1989-1995
- CERTIFICATES
Web Development & Coding
Coursera (ongoing)

Graphic Design
Coursera (ongoing)

Documentary Film Bootcamp
MASSART (2014)

ABOUT ME

I am an experienced editor and content designer, specializing in thought-leadership reports, articles, podcasts, and webcasts. I also design content marketing assets, including social cards and videos. My areas of expertise include emerging technology and business. I am an astute student and actively seek out new tools and processes.

EXPERIENCE

- CONTENT EDITOR/DESIGNER/PRODUCER | 2020 - PRESENT
Contractor, MIT Technology Review Insights

I design, edit, produce, and publish a wide variety of content types. I also project manage podcasts, webcasts, and report and article development.
 - Design: report layout and graphic design, WordPress layout and design, and data charts and visualizations
 - Editing: web content, white papers and reports, books, and marketing materials
 - Content development and strategy planning
 - Podcast production
 - Video production
 - WordPress and other CMS maintenance
- ONLINE MANAGING EDITOR | 2009 - 2020
O'Reilly Media, Inc.

I wrote, edited, and produced content for O'Reilly's online platform, including articles, reports, podcasts, and videos.
 - Set and maintained style and brand standards
 - Coordinated with stakeholders across the organization to achieve content goals
 - Managed freelance relationships and contracts
- VARIOUS ROLES | 1995 - 2009
Gannett Newspapers / USA Today
 - Business development director
 - Data desk editor
 - Assistant production director
 - Columnist