

RACHEL A.G. GILMAN

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PERSONAL SUMMARY

Accomplished writer, journalist, and radio producer. Previous leadership and teamwork experience in book publishing and editorial. Passionate about finding new, underrepresented voices in the arts.

EMPLOYMENT HISTORY

ELYSSA MAXX GOODMAN | NEW YORK, NY

Freelance Transcription | April 2020 – Present

Assist author in the research process for *Glitter and Concrete*, a cultural history of drag in New York forthcoming from Hanover Square, by transcribing interviews with subjects.

GROVE ATLANTIC, INC. | NEW YORK, NY

Publicity and Marketing Intern | September 2019 – Present

Organize and complete press mailings. Research outlets for possible coverage. File press clippings and other aspects of general departmental organization. Draft copy for press materials. Assist in pitching titles to select media. Work to expand podcast outreach. Expand sales metadata on series and backlists to be more comprehensive. Titles worked on included *Girl, Woman, Other* by Bernardine Evaristo; *The Yellow House* by Sarah Broom; and *Synthesizing Gravity* by Kay Ryan.

RADISH FICTION | NEW YORK, NY

Freelance Editor | August 2019 – Present

Edit 30,000 words per week of romantic/erotic fiction for online serialized, subscription-based story platform.

THE RATIONAL CREATURE | NEW YORK, NY

Creator/Editor-in-Chief | December 2016 – Present

Established a team of content creators and editors to oversee production of magazine, which has since produced six issues. Build/maintain website and run social media platforms to promote brand. Organize launch and other events at NYU, Poets House, and Center for Book Arts. Write and mail a weekly newsletter.

COLUMBIA JOURNAL | NEW YORK, NY

Editor-in-Chief | June 2019 – June 2020

Oversaw creative and administrative sides of *Columbia Journal*. Worked closely with editorial board and genre editors in conjunction with Ugly Duckling Press to produce a form-bending Issue 58 with a foldout, chapbook insert, and crossword puzzle. Managed a budget of \$35K. Organized a successful spelling bee fundraiser event at Bowery Poetry Club. Promoted the journal at AWP 2020 in San Antonio, Texas. Communicated effectively with faculty members on journal projects. Contributed online reviews and interviews with authors for newly released books.

Distribution Coordinator | October 2018 – May 2019

Worked closely with the Operations Manager to maintain and increase distribution of *Columbia Journal* in bookstores. Reached out to bookstores in New York City. Developed new ideas to promote and sell the journal.

LUTYENS & RUBINSTEIN LITERARY AGENCY | LONDON, ENGLAND

Office Intern | January 2020

Updated review sheets for authors, the agency website, and social media feeds. Dealt with incoming and out-going post. Assisted with additional ad-hoc tasks for the bookshop (setting up for book groups, franking parcels, etc.). Authors worked with included Chanel Miller, Yotam Ottolenghi, and Sarah Haywood.

W. W. NORTON & COMPANY | NEW YORK, NY

Trade Editorial Intern | January 2019 – April 2019

Read manuscripts and proposals. Wrote reader's reports. Assisted with permissions for forthcoming books. Handled galley mailings. Drafted catalog and jacket copy. Performed basic office tasks like filing and copying. Titles worked on included *Bar Chef* by Christiaan Rollich; *Zaitoun* by Yasmin Khan; and the reprints of Fuschia Dunlop.

COLUMBIA UNIVERSITY | NEW YORK, NY

CCC Instructor | October 2018 – December 2018

Taught and developed 5-week course to undergraduate, graduate and alumni of Columbia University and Barnard College, "NSFW: Writing Effective Sex Scenes". Part of the Columbia Artist/Teachers program.

LIZA DAWSON ASSOCIATES LITERARY AGENCY | NEW YORK, NY

Intern | September 2018 – December 2018

Read manuscript submissions and wrote reader reports for agents. Managed social media accounts and marketing (Tumblr, Twitter, Instagram). Authors worked with included Ross Gay, Marie Boswick, and Robyn Carr.

POPDUST | NEW YORK, NY

Freelance Writer/Columnist | May 2017 – October 2018

Wrote weekly columns giving film reviews and profiling female musicians. Worked in CMS. Met deadlines. Covered: Cannes, Sundance, NYFF. Interviewed 100+ musicians.

THE OPAL CLUB | REMOTE

Writing Intern | July 2018 – August 2018

Wrote pieces exploring issues of gender for online blog. Utilized editing skills through Google Docs and SEO platforms.

NYU GALLATIN SCHOOL OF INDIVIDUALIZED STUDY | NEW YORK, NY

Dean's Team Member | October 2016 – May 2018

Spoke at university events about my experience as an NYU Gallatin student. Answered questions for prospective and accepted students about the Gallatin curriculum.

WNYU-FM RADIO | NEW YORK, NY

General Manager | December 2016 – May 2018

Oversaw a staff of 150+ and all station operations. Managed a budget of \$180K. Coordinated meetings and recruitment events. Promoted alternative, educational programming to audience in the tri-state on FM signal, worldwide online.

Executive Producer, "The Write Stuff" | October 2015 – May 2018

Produced 30-min weekly, award-winning FM/online podcast, conducting interviews with writers and edited audio. Guests included: Joyce Carol Oates, Teju Cole, Amy Hempel.

Executive Producer, "The Rundown" | September 2015 – August 2017

Produced 30-min weekly and award-nominated news FM/online podcast, conducting interviews and editing audio. Coverage included: Cannes Film Festival, the 2016 Election Cycle, the 2017 Presidential Inauguration.

News Director | June 2016 – December 2016

Led a team of 50 people in producing 12 weekly podcasts. Designed and maintained department social media platforms. Worked to train new individuals on how to use equipment and air-checked individuals to adhere to FCC guidelines.

Associate News Director | June 2015 – June 2016

Oversaw a podcast production team of 25 people. Trained new team members. Worked as a member of the management team to help make decisions. Assisted News Director in social media marketing and website design.

News Editor | January 2015 – May 2015

Assisted in producing 30-min weekly current events podcast. Conducted interviews and edited content. Helped Associate News Director in curating a podcast.

News Contributor | September 2014 – December 2014

Took pitches from production staff. Conducted interviews and edited content for “Earshot”, a weekly radio talk program.

WASHINGTON SQUARE NEWS | NEW YORK, NY**Staff Columnist | September 2014 – May 2018**

Wrote “Hump Day Update” column satirizing pop culture for blog, “The Highlighter”. Utilized CMS platforms.

Staff Writer | September 2014 – May 2015

Wrote weekly music reviews. Conducted interviews for online and print platforms.

TV GUIDE MAGAZINE | NEW YORK, NY**Editorial Intern | September 2017 – December 2017**

Researched and wrote articles for TVInsider.com and feature contribution for TV Guide Magazine. Developed relationships with press agencies for television networks. Assisted in regular production tasks of publication. Used Adobe In-Design Software. Used CMS platforms. Helped with social media. Fact-checked.

ODYSSEY | NEW YORK, NY**Lead Producer, “Odyssey On Air” | March 2016 – July 2016**

Assisted in the production of the podcast, “Odyssey On Air”. Set-up iTunes streaming capacity. Worked with hosts remotely and strategized with marketing team.

Contributor | July 2015 – December 2016

Wrote weekly articles for NYU’s chapter focusing on lifestyle topics for college students. Coordinated in weekly team meetings regarding content. Utilized CMS platform and SEO practices.

EDUCATION**UNIVERSITY OF OXFORD, KELLOGG COLLEGE | OXFORD, ENGLAND, UK****Master of Studies, Creative Writing | Exp. February 2021**

Studying fiction, poetry, nonfiction, screenwriting, and drama (stage and radio). Completed a television sitcom pilot advised by Jon Evans. Drafting a novel advised by Lucy Atkins.

COLUMBIA UNIVERSITY, SCHOOL OF THE ARTS | NEW YORK, NY**Master of Fine Arts, Creative Nonfiction | May 2020**

Studied personal essay, memoir, and profile writing. Completed a 96,000-word memoir. Thesis advised by Michael Greenberg, read by Phillip Lopate and Benjamin Taylor. Instructed by: Rivka Galchen, Brigit Hughes (*A Public Space*), Kristen Radtke (*The Believer*).

NEW YORK UNIVERSITY, GALLATIN SCHOOL OF INDIVIDUALIZED STUDY | NEW YORK, NY**Bachelor of Arts, Individualized Study | May 2018, Summa Cum Laude****Colloquium Title: “The Evolution of Female Sexual Narratives”**

Studied creative writing, gender studies, and film. Completed a senior project consisting of a 300-page memoir manuscript, which received honors and was advised by Craig Morgan Teicher. Instructed by: Emily Barton, Darin Strauss, Meghan O’Rourke.

BARD COLLEGE | ANNANDALE-ON-HUDSON, NY**Bridge Student | September 2013 – May 2014**

Enrolled in creative writing and literature classes in a select program for gifted area high school students. Instructed by Teju Cole and Benjamin Hale.

SKILLS/QUALIFICATIONS

- Group Management
- Event Organization
- Transcription (86 word/minute)
- CMS Platforms
- SEO Utilization
- Social Media (Facebook, Twitter, Instagram, Tumblr)
- Fact-checking
- GarageBand/ProTools
- Microsoft Office
- Google Suite
- Adobe InDesign
- Adobe Suite Software
- WordPress
- Wix
- Bradbury Phillips
- Publicity Assistant
- Cision
- Decision Key
- Website Design
- Phone Skills

LITERARY AND SELECT JOURNALISM PUBLICATIONS

COLUMBIA JOURNAL

April 2020 | Review: *Synthesizing Gravity* by Kay Ryan

March 2020 | Review: *Writers & Lovers* by Lily King

March 2020 | The Benefits of Being a Hysterical Shrew: An Interview with Sarah Ramey

March 2020 | Review: *The Antidote for Everything* by Kimmerly Martin

February 2020 | Review: *Everything I Know About Love* by Dolly Alderton

February 2020 | Review: *Shuggie Bain* by Douglas Stuart

February 2020 | Review: *Heathcliff Redux and Other Stories* by Lily Tuck

January 2020 | Review: *Boys & Sex* by Peggy Orenstein

January 2020 | Review: *Why We Can't Sleep* by Ada Calhoun

November 2019 | Review: *Girl, Woman, Other* by Bernardine Evaristo

THE RATIONAL CREATURE

Volume 6 | Photo Series, "Modern Lust"

Volume 5 | Essay, "Offside"

Volume 4 | Profile, "Girls Raising Girls: On Teenage Motherhood"

Volume 3 | Essay, "Immeasurable Greatness"

Volume 2 | Essay, "Pockets and Permanent Partnership"

Volume 1 | Essay, "Heels Over Head"

RAPPANHANNOCK REVIEW

Issue 6.2 | Audio Essay, "After the Beep"

SWAMP WRITING

Issue #23 | Memoir, "Gleaming on the Surface"

THE SELKIE

February 2019 | Essay, "Immeasurable Greatness"

THE PURPLE BREAKFAST REVIEW (WORDSMITH_HQ)

Issue 7 | Fiction, "Testing"

HAPHAZARD REVIEW

January 2019 | Memoir, "A Show For Readers and Writers"

THE LONDON READER

Winter 2018 | Short Story, “The Potting Table”

MOONSTONE MAGAZINE

December 2018 | Audio Story, “I Just Called to Say”

BREATHE FREE PRESS

Volume 3 | Essay, “Rainy Days and Mondays and Everything Else”

DUENDE LITERARY

February 2018 | Nonfiction, “Alternative, Underrepresented and Educational”

NOT YOUR GIRL

January 2018, Long Reads | Short Story, “The Potting Table”

TV GUIDE MAGAZINE

December 25, 2017 | “Stuff We Love,” Contributor

GREY WOLFE PUBLISHING, LLC

2017 Passion Pages | Short Story, “This Isn’t A Dream”

BRIO

Fall 2017 | Short Story, “Imagine”

VERDAD MAGAZINE

Volume 23 | Nonfiction, “Rainy Days and Mondays and Everything Else”

ALIBI

Inaugural Issue | Nonfiction, “Rainy Days and Mondays and Everything Else”

ADELAIDE LITERARY MAGAZINE

Number 8, Volume 1 | Nonfiction, “How To Make Love and Break Kidneys”

THE GALLATIN REVIEW

Volume 31, 2016 | Short Story, “J”

WEST FOURTH STREET REVIEW

2016 | Short Story, “Clumsy Words”

MINETTA REVIEW

Fall 2015 | Short Story, “Inside”

EMBODIED

Volume 5 | Nonfiction, “Writers on Writing”

*AWARDS/RECOGNITIONS***ADELAIDE LITERARY AWARDS**

October 2018 | Short Story Finalist; Best Essay Finalist

SUNDRESS PUBLICATIONS BEST OF THE NET

August 2018 | Nomination; “Alternative, Underrepresented, and Educational”

DEAN’S AWARD FOR GRADUATING SENIORS

June 2018 | Presented to graduating NYU Gallatin seniors to complete projects post-undergraduate education; used to fund the expansion of *The Rational Creature*.

ALUMNI AWARD, NYU GALLATIN CLASS OF 2018

May 2018 | Given by the NYU Alumnae Club to a student for outstanding scholarship and exemplary participation in extracurricular activities.

NYU GALLATIN SENIOR PROJECT HONORS

May 2018 | Completed full manuscript for memoir. Advised by Craig Morgan Teicher.

SENIOR SYMPOSIUM SPEAKER

April 2018 | “Rational Creatures”; Presented a Ted-style Talk on the evolution of female sexual narratives in light of the #MeToo movement.

ADELAIDE VOICES LITERARY CONTEST

Spring 2018 | Short Story Finalist, “The Potting Table”

DEAN’S LIST, NYU GALLATIN

2018-2019 Academic Year | 3.5 G.P.A. or higher

2017-2018 Academic Year | 3.5 G.P.A. or higher

INTERCOLLEGIATE BROADCASTING SYSTEM AWARDS

2017-2018 | Finalist for Best Show Promo, “The Write Stuff”

2016-2017 | Best Radio Talk Show, “The Write Stuff”; Best Radio News Director; Finalist for Best Show Promo, “The Rundown”; Finalist for Best Political News Coverage, “Bernie Sanders Rally”

TULIP TREE PUBLISHING STORIES THAT NEED TO BE TOLD CONTEST

2017 | Shortlist, “People Who Live on an Island”

PINNACLE MEDIA AWARD

2017 | Best Radio Talk Program, “The Write Stuff”

DEAN’S AWARD FOR SUMMER RESEARCH

2017 | Sponsored the production of audio documentary, “Island Life”, profiling the Block Island, Rhode Island female business community; presented at a conference at NYU Gallatin.

GALLATIN STUDENT RESOURCE FUND

2016 | Sponsored the establishment of *The Rational Creature* feminist arts journal

GALLATIN REVIEW

Volume 31, 2016 | Honorable Mention, Prose, “J”

DEAN’S LIST, NYU LIBERAL STUDIES

2016-2017 Academic Year | 3.5 G.P.A. or higher

2015-2016 Academic Year | 3.5 G.P.A. or higher

REFERENCES**FREELANCE TRANSCRIPTION**

- Elyssa Maxx Goodman, Journalist and Photographer | elyssa@miss-manhattan.com

GROVE ATLANTIC, INC.

- Deb Seager, Director of Publicity | dseager@groveatlantic.com
- John Mark Boling, Senior Publicity Manager | jmboling@groveatlantic.com

RADISH FICTION

- Meg Kohlmann, Writer Success Associate | meg@radishfiction.com
- Camille Haywood, Story Lead | camille@radishfiction.com

THE RATIONAL CREATURE

- June Foley, Writing Program Senior Director NYU Gallatin | jaf3@nyu.edu

COLUMBIA JOURNAL

- Binnie Kirshenbaum, Professor of Professional Practice | binniexyz@gmail.com

LUTYENS & RUBINSTEIN LITERARY AGENCY

- Francesca Davies, Rights Manager | Francesca@lutyensrubinstein.co.uk

W.W. NORTON & COMPANY

- Melanie Tortoroli, Senior Editor | mtortoroli@wnnorton.com

UNIVERSITY OF OXFORD

- Anna Beer, Senior Course Tutor | anna.beer@kellogg.ox.ac.uk

COLUMBIA UNIVERSITY

- Michael Greenberg, Adjunct Associate Professor | michaelgreenbergnyc@gmail.com
- Phillip Lopate, Professor of Professional Practice | plopate@aol.com

LIZA DAWSON ASSOCIATES LITERARY AGENCY

- Liza Dawson, Manager | liza@lizadawson.com

POPDUST

- Dan Victor, Former Chief Editor | dan@popdust.com

WNYU-FM

- Nanci Healy, NYU Assistant Director for Student Life | nanci.healy@nyu.edu

TV GUIDE MAGAZINE

- Emily Aslanian, Associate Editor | Emily.Aslanian@tvgm.com

NEW YORK UNIVERSITY

- Meredith Theeman, Class Advisor & Associate Faculty at NYU Gallatin | meredith.theeman@nyu.edu
- Craig Morgan Teicher, Faculty at NYU College of Arts & Sciences Undergraduate Creative Writing Program | cteicher@gmail.com

BARD COLLEGE

- Teju Cole, Former Distinguished Writer in Residence | teju@tejucole.com