

BRANDON E. HOPKINS

7306 Westwood Drive, Frederick, Maryland 21701 • 301.698.4781

b.e.hopkins@gmail.com • www.behopkins.com

FREELANCE EXPERIENCE

EDITOR (September 1998–Present)

- Copyediting and proofreading for US publishing companies including Penguin Group (USA) and HarperCollins
- Copyediting and proofreading in Microsoft Word and Adobe Acrobat Professional for Saqi Books, Constable & Robinson, Boma Books, *Steppe* magazine, and *PEN International* magazine in the UK

WRITER

- *The Impediments to Joy*, novel, currently seeking representation
- “Afghan à la Française,” restaurant review, *Steppe* magazine, Summer 2009
- *Portfolio*, translation of an art catalog by Matthieu Kavyrchine, Fondation Cartier, February 2009
- “The Game,” novel excerpt, *Contrary* magazine, Fall 2008
- “The Rocks,” novel excerpt, *The Writer Next Door* issue of *PEN International* magazine, Spring 2008
- “The Halcyon Days of War,” novel excerpt, *Contrary* magazine, Winter 2008
- 138 short biographies of influential Jewish figures, *The Book of Jews*, Boma Books, 2008
- “Aurora’s Lovers,” translation of Amadou Lamine Sall’s “*Amantes d’aurores*,” *Context: Africa* issue of *PEN International* magazine, Winter 2008
- “The World Wild Web,” review of *Hillman Curtis on Creating Short Films for the Web*, “Features” section of *The Independent*, a publication of the Association of Independent Video and Filmmakers, November 2005
- “The God of Love,” essay, *The Washington College Review*, Fall 1998
- Read from *The Philosopher’s Stone*, an unfinished novel, on NPR’s “All Things Considered,” May 1997
- Profiled in *The Washington Post*, *The Baltimore Sun*, *The Frederick News-Post*, and other mid-Atlantic newspapers, May 1997
- “Jupiter Tonans,” one-act play/essay, *The Washington College Review*, Fall 1994
- Won the Sophie Kerr Prize, the largest undergraduate literary award in the United States, 1997

ADJUNCT ENGLISH PROFESSOR

Frederick Community College (August 2009–Present)

- Teaching “English Composition” (ENG101)

East-West University, Chicago (September 2004–June 2005)

- Taught “Rhetoric and Style” (ENG151) and “Introduction to Fiction” (ENG210)

INSTRUCTIONAL DESIGN CONSULTANT

JetBlue University, JetBlue Airlines (June 2005–January 2009)

- Designed and wrote e-learning courses on Protecting Sensitive Information, Aircraft Familiarization, Baggage Acceptance, Baggage Service, Care Team Airline Disaster Response, Emergency Response Procedures, and a two-hour course for flight attendants working aboard JetBlue’s newest aircraft, the EMBRAER 190
- Consulted on JetBlue University’s Reasonable Suspicion Drug and Alcohol Test Authorization course
- Assisted with project management and course testing, revision, and updating

Synchronoss Technologies Inc. / Omniglobe International (March 2006–August 2006)

- Consulted Synchronoss Technologies Inc., a telecommunications corporation in Edison, New Jersey, on instructional design and training strategies
- Wrote and edited Service Coordinator training materials
- Helped to coordinate the training of Omniglobe International employees in India

FULL-TIME EXPERIENCE

CONTENT PRODUCER

NogginLabs, Inc., Chicago (September 2003–June 2005)

- Researched and wrote online training courses
- Helped to develop the instructional design for each course

- Oversaw and helped to manage all aspects of e-learning course production by liaising with subject experts, client representatives, illustrators, Flash animators, audio producers, programmers, and designers
- Copyedited scripts for a variety of other e-learning courses

PERSONAL ASSISTANT TO DR. WAYNE C. BOOTH, PROFESSOR EMERITUS

English Department, University of Chicago (September 2002–September 2003)

- Copyedited and fact-checked Dr. Booth's many book projects and articles
- Line edited Dr. Booth's unpublished autobiography
- Researched various topics for Dr. Booth's works in progress

DEVELOPMENT EDITOR

Triumph Learning, New York City (July 2001–April 2002)

- Managed test preparation and educational book programs for Texas, Indiana, New Mexico, and Hawaii
- Developed and scheduled book programs, individual titles, and revisions
- Oversaw all aspects of book production, coordinated with authors, and approved final manuscripts
- Line edited, copyedited, and proofread all projects

EDITORIAL COORDINATOR

Alpha Books, New York City (May 2000–July 2001)

- Assisted Acquisitions Editors, Development Editors, and Production Editors with all stages of book production for the "Complete Idiot's Guides" and other Alpha titles
- Maintained project agenda and production schedule
- Contracted and managed new titles as an Acquisitions Editor-in-training
- Hired and supervised cartoonists, copywriters, technical editors, and foreword writers

ASSOCIATE MANAGING EDITOR / ASSISTANT PRODUCTION EDITOR

Penguin Putnam Inc., New York City (May 1998–May 2000)

- Assisted Senior Managing Editor in all aspects of Berkley mass-market and trade-paperback production (140+ titles per year)
- Managed all reprints of Berkley backlist (200+ titles per year)
- Hired and supervised freelance proofreaders and copy editors
- Answered editor, author, and designer requests and queries
- Assisted Managing Editor in all aspects of mass-market, trade, and hardcover production for the Berkley Prime Crime and Ace Books imprints
- Supervised copyediting and proofreading of manuscripts
- Routinely proofread and copyedited

EDUCATION

Cours de Civilisation Française

La Sorbonne, Paris, France (2007)

- Advanced-level certification in written and spoken French

M.A., Humanities

University of Chicago, Chicago, Illinois (2002–2003)

- Concentration in Modernist European literature

Study Abroad

Johannes-Gutenberg-Universität, Mainz, Germany (1995–1996)

- Studied German and French
- Awarded a stipend by the American Studies department

B.A., Humanities

Washington College, Chestertown, Maryland (1993–1997)

- Graduated *magna cum laude* with honors on Senior Obligation and departmental honors