

Justine Manzano

SKILLS

Freelance editor working as a developmental editor, line editor, proofreader and book coach, author of two published novels as well as several short stories, leadership skills, friendly, welcoming, and patient, Google Office Suite, MS Office Suite, Mac Office Suite, Dropbox, Keeper, Canva, Zoom, Slack, Discord, Various Social Media, Typing: 75 wpm.

EXPERIENCE

WriteHive.Org, Remote – *Editor-in-Residence/Board Member/Outreach Coordinator*

June 2020 – PRESENT

- Work with an online writing community to plan events and reach out to appropriate organizations to partner with in order to create unique enrichment activities for community members.
- Organize, participate in, and moderate events including the virtual annual WriteHive Conference and WriteHive Lite, our virtual writing retreat experience.
- Coach members in writing and editing and teach courses on aspects of fiction writing.
- Promote various activities through personal social media channels.
- Community outreach in order to recruit new members, as well as to reach out to potential guests of honor and panelists for WriteHive events.
- Panelist and Presenter on several WriteHive programs as well as co-host of the Word Nerd Cafe, our Patreon podcast.
- Assist in editing and proofreading the 2022 Write Hive Anthology, *Navigating Ruins*.

Manzano Editorial, Remote – *Freelance Editor*

June 2015 – Present

- Provide editing services such as developmental editing, line editing, and copy editing, as well as book coaching.
- Reader for Sucker Literary Anthology.
- Co-founder of The Inkwell Council, a lottery service that gave away edits of a manuscript's first three chapters, with an eye toward guidance for the rest of the narrative.
- Editor at CraftQuest and panelist for CraftQuest Youtube channel.
- Provide sensitivity reading and proofreading for Adult ADHD app Inflow as well as its coordinated blog.
- Provide developmental editing and act as a reader for Inked in Gray Publishing.
- Editor for Writer in Motion Program.
- Editor for QueryConnection.
- Coordinator of 1st official Query Exchange for #CampRevpit on Twitter.
- Finalist Editor for Young Inklings Book Contest.

- First Reader for #Revpit on Twitter.

Freelance Author, Remote

January 2013 – Present

- **Never Say Never**, Novel, released by Sword & Silk Books, June 2021
- **The Order of the Key**, Novel, released by Black Rose Writing, July 2020
- **Moving In, Moving On**, Short Story, released by Sword & Silk Books, September 2021
- **Organized Chaos**, Personal Essay, released by OpenWork, April 2021
- **Favorite Things**, Short Story, released by Sword & Silk Books, December 2020
- **The Pumpkin Spice Girl Murders**, Short Story, released by Sword & Silk Books, October 2020
- **Choosing to Stand Still**, Short Story, released by Fiction on the Web, August 2017
- **Blue Ice**, Short Story, released by The Corvus Review, July 2017
- **One Headlight**, Short Story, released by Hopewell Publishing, 2017
- **The Peace of Completion and Release**, Flash Fiction, released by Twisted Sister Literary, November 2016
- **Choosing to Stand Still**, Short Story, released by The Holiday Cafe, October 2014
- **One Percent**, Short Story, released by The Greenwich Village Literary Review, June 2014
- **Tunneling**, Flash Fiction, released by Sliver of Stone Magazine, April 2014
- **Things You Can Create**, released by StoneThread Publishing, January 2013

AWARDS

- Honorable Mention at the 2021 Southern California Book Festival for **Never Say Never**
- Honorable Mention at the 2021 New York Book Festival for **Never Say Never**
- Longlist for PageTurner Awards 2021 for **The Order of the Key**
- Author Shout Reader Ready Award 2021 for **The Order of the Key**
- IndiesToday 2020 Finalist for **The Order of the Key**
- Hopewell Publishing Editor's Choice Award 2017 for **One Headlight**
- Second Prize in StoneThread Publishing SpecFic II Anthology Contest 2013 for **Things You Can Create**

MEMBERSHIPS

The Author's Guild, SCBWI, EFA, NWU

EDUCATION

Hunter College, New York – *Dual Bachelor of Arts in Creative Writing and Media Studies*

August 2005 – May 2009, New York

Summa Cum Laude; Golden Key International Honour Society; Dean's List.
GPA: 3.95