

JULIE GRAY

SUMMARY

Practiced and adept copy editor, proofreader and writer, with extensive experience in interior design, architecture, medical, literary and fund-raising publications, in both commercial publishing and academia. Proficient in Adobe Acrobat Pro, Microsoft Word, InDesign and PowerPoint. Familiar with *Chicago Manual of Style*, *Associated Press Stylebook* and *Words Into Type*.

COPYEDITING AND PROOFREADING EXPERIENCE

- Editorial Consultant**, Freelance copyediting and proofreading for: 2006-2014
- CURE Media Group: quarterly magazine and books for cancer survivors and medical professionals
 - *Architectural Digest* magazine: print version and Web site
 - ElleDecor.com: Web site of *Elle Decor* magazine
 - *Metropolitan Home* magazine: print version and Web site
 - Filipacchi Publishing: 2009 and 2010 books *Glamour* and *Design 100*
 - *Art + Auction* magazine: print version
 - Champs-Élysées, a publisher of French and Spanish language-learning programs and publications
- Copy Chief**, *Town & Country*. New York City 2000-2005
- Directed production process, coordinating with managing editor and Art and Production departments, to ensure that monthly deadlines were always met.
 - Supervised staff of two copy editors.
 - Copyedited every stage of stories, from manuscript to print, using InDesign.
 - Wrote short articles for arts and lifestyle sections.
- Senior Editor**, *Interiors*. New York City 1999-2000
- Assigned, edited and wrote stories for monthly interior-design and architecture magazine.
- Copy Chief**, *House & Garden*. New York City 1996-1999
- Assistant Editor**, *The New York Review of Books*. New York City 1995-1996
- Copy Chief**, *Mirabella*. New York City 1993-1995
- Copy Editor**, *The New Yorker*. New York City 1991-1993
- Publications Associate**, The Indiana University Foundation, Bloomington, IN 1990-1991
- Promotions Director**, Garden Book Club, New York City 1987-1990
- Fact Checker**, *The New Yorker*. New York City 1985-1987

PUBLICATIONS

Wrote reviews and articles for *Art + Auction*, *The New York Times Book Review*, *Town & Country Travel*, *Photo District News*, *House & Garden*, *Print*, *The New Yorker*.

EDUCATION

- M.A., English**, Columbia University, New York, NY 1988
- B.A., English**, magna cum laude, Phi Beta Kappa, Smith College, Northampton, MA 1980