



OLIVIA J. BENNETT

FREELANCE EDITOR, WRITER, AND EDUCATOR



ABOUT ME

As an award-winning author and classically-trained educator, I have a unique blend of writing and teaching skills to guide writers and their stories toward realistic goals. I am seeking to grow as a freelance editor by working with small presses and indie authors, particularly in developmental and copyediting. Excellent at self-starting and working independently, my experience and education make me a perfect fit for roles in writing and publishing.



PROFESSIONAL EXPERIENCE

Freelance Editor

Proofreader— <i>Page & Vine</i>	(October 2025–present)
Copyeditor— <i>Vine Leaves Press</i>	(January 2026–present)
Copyeditor— <i>Wildling Press</i>	(January 2026–present)
Copy, Line, and Dev Editor—Client-Based	(August 2024–present)
• Edit fiction and nonfiction manuscripts in accordance with client's outlined goals	
• Copyedit and proofread in accordance with the publisher's house style and the <i>Chicago Manual of Style, 18th Edition</i>	
• Create style sheets that ensure consistency in regards to stylistic and structural elements	
• Write line editing evaluations, developmental editing letters, and manuscript evaluations	

Acquisitions Intern

Submission Reader— <i>SnowRidge Press</i>	(Summer 2024)
• Assisted in annual acquisitions, evaluating queries and full-length manuscripts for publication	
• Evaluated manuscripts in accordance with current market conventions and the publishing house's specific imprints	
• Evaluated manuscripts to hone structure, improve content, and enhance author's voice and vision for their book	
• Wrote up detailed reports based on literary craft elements to justify the decision of "accept" "reject" or "revise and resubmit"	

CONTACT

(309) 645-3709
oliviajthewordshaker@gmail.com
Bloomington, IL
bit.ly/oliviajbennett

EDUCATION

Bachelor of Arts – 2024
English Education
Illinois State University
GPA: 3.9/4.0

CERTIFICATIONS

Professional Educator License

- 9-12 ELA
- State of Illinois
- Issued 2024 | Expires 2029

Writing Tutor – Level 1

- ITTPC—College Reading & Learning Association
- Issued 2023

SKILLS

Technical

- Chicago Manual of Style, 18th Edition
- Track changes (MS Word)
- Microsoft Suites
- Google Suites

Professional

- Organization
- Clear verbal and written communication
- Works well independently
- Time management

SAMPLE LIST

OF EDITED TITLES

COPYEDITING & LINE EDITING

Indie Authors

- *Ease the Chaos* by Renee Welk (2024)
- *Gorgon: The Crimson Witch* by John North (2025)
- *Gorgon: The Minotaur's Wrath* by John North (forthcoming 2026)
- *Narrative Wins!* by Joe Caruso (2026)
- *To Chase a Prophecy* by Sterling M.Z. (forthcoming Spring 2026)
- *Deadheads* by Eleanor Wells (forthcoming 2/11/2026)

SnowRidge Press

- *To Wish for a Prince* by Savanna Roberts (forthcoming 2026)

PROOFREADING

Page & Vine

- *Court of Ravens & Ruin* by Eliza Raine (forthcoming 5/5/2026)
- *Court of Greed & Gold* by Eliza Raine (forthcoming 6/16/2026)
- *Court of Monsters & Malice* by Eliza Raine (forthcoming 7/7/2026)
- *Court of Serpents & Secrets* by Eliza Raine (forthcoming 8/11/2026)

DEVELOPMENTAL EDITING

Indie Authors

- *I've Been Here Before and Other Stories* by Eleanor Wells (forthcoming 3/11/2026)

SnowRidge Press

- *The Peddler* by Elyssa S. Schwendy (forthcoming 2/25/2026)