

Theresa Claire Duck
904 Bayberry Dr. Chapel Hill NC
(919) 448-5397 | tcd4503@uncw.edu

EDUCATION

University of North Carolina Wilmington (UNCW) May 2018
Bachelor of Fine Arts Creative Writing
Bachelor of Arts Communication Studies
Lambda Pi Eta, 2017
Certificate in Publishing
Deans list 2014-2017

RELEVANT COURSEWORK

Editing for Publication Intro to Publishing Bookbuilding

PROFESSIONAL EXPERIENCE

Graphic Design Intern Summer 2017
Macmillan Children's Publishing Group, New York, NY

- Assisted in design of the repackaged slipcover for Leigh Bardugo's Shadow and Bone trilogy
- Revised layout for the middle-grade novel *Bug Girl 2: Fury on the Dancefloor*
- Produced several ARE cover mechanicals and sample pages for various YA and middle grade novels
- Assisted in editorial work such as reading through submissions and developing new concepts for licensed material
- Attended art, acquisition, and intellectual property meetings

Graphic Design Intern Summer 2016
Wisdom House Books, Chapel Hill, NC

- Designed interiors for a children's comic and a motivational nonfiction book
- Created multiple sample layouts for the NC Writer's Network Newsletter
- Represented the company at the Wake Forest University book festival
- Applied copy edits to a manuscript and prepared it for text threading

President September 2014–Present
Writers' Association, University of North Carolina Wilmington

- Founded the organization at UNCW in 2014
- Organized the first ever Pie a Professor fundraiser with the English Department
- Coordinated a field trip for 12 members to the Association of Writers and Writing Programs conference in DC

PUBLISHING SKILLS

- Experience in InDesign, Photoshop, and Illustrator through both classwork and internship, and professional training in Microsoft Office Suite via the Computer Science Department at UNCW
- IRB certification and experience in applied quantitative research
- Two semesters of public speaking, and practical application as Writers' Association's president