

VICTORIA MAY THORNE

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3903 Riverside Dr. Apt. 3
Tulsa, OK 74105

PROFESSIONAL PROFILE:

Unique skill set that combines sales skills, excellent communication and teaching, technical writing with outstanding work ethic and creative talent to achieve meaningful results.

SKILLS:

Technical Writing (Web Copy Writing, Web Copy Editing, Print Copy Writing, Print Copy Editing, Grant Writing)

- Generated and edited copy for strategic business planning and business revitalization projects
- Acted as editor, reviewer and proof editor to various creative projects. Projects include novel manuscripts, film scripts and Master's theses.
- Personally wrote 100+ grants requests (resulting in \$\$ of new and renewal funding), grant reports and letters of request to various private foundations and government agencies on behalf of the 6 different programs at the state's largest non-profit domestic violence prevention organization.
- Taught courses in "Writing for the Professions," "Composition I," "Composition II," at various local private and public universities. Lectured 2-5 times a week to 120 students; developed and modified engaging weekly lesson plans and unique writing assignments for 6 different classes.

Social Media

- Worked with small businesses in Tulsa to create an online social media presence, resulting in increased new customer interactions; more repeat business, and greater customer loyalty.
- Started and managed agency Facebook Fan page and Twitter account for DVIS/Call Rape; 200+ local Fans and followers on each site in under 4 months.

Public Speaking/Leadership

- Participated in annual conferences, giving papers and participating in academic panels, on a variety of literary topics and in front of both intimate and large audiences, throughout both an undergraduate and graduate career,.
- Personally recruited, trained and managed a 8 person sales team, as a full time recruiter and field manager. Consistently gave over 20- 30 presentations a week, while also generating leads for interviews and conducting follow-up interviews, on-going training and team-building exercises.
- Personally recruited, trained and managed a 10 person sales team, while a full-time

university student; the team finished the summer sales program ranked number 2 out of 800 teams. Led weekly team meetings, which served both to motivate and equip team members for a successful summer experience.

- After recruiting, worked “in the field” selling books, door to door, straight commission, 80 hours/week. Relocated each summer, to 5 different cities; earned enough money each summer to pay tuition and expenses for entire undergraduate degree.

EDUCATION:

Masters of Arts

University of Tulsa

English Literature GPA 3.8

May 2007

Tulsa, OK

Bachelor of Arts (with Honors)

Oklahoma Baptist University

Major: English GPA 3.75/4.0

May 2004

Shawnee, OK

WORK EXPERIENCE:

Independent Consultant & Coach

VMT Consultant & Coaching

February 2008- present

Tulsa, OK

Grant Writer

Domestic Violence Intervention Services (DVIS/Call Rape)

March 2008- March 2010

Tulsa, OK

Adjunct Instructor

University of Tulsa- Writing Program

Tulsa Community College- Southeast Campus

Rogers State University

August 2006- Dec. 2009

Tulsa, OK

Broken Arrow, OK

Claremore, OK

Salesperson

Tulsa Scooters

May 2007- July 2007

Tulsa, OK

Teaching Assistant

University of Tulsa- Writing Program

August 2005- May 2007

Tulsa, OK

Classroom Teacher

John 3:16 Family and Youth Services

June- August 2006

Tulsa, OK

Professional Educational Consultant

The Southwestern Company

Summer 2001-2005

Nashville, TN