

# Joanne Phillips – Resume

## Writing

### Nationally Published Articles

- 'Indexing For Beginners': Writers' Forum, 2008
- 'How to Use Google for Research': Writers' Forum, 2007
- 'Blogging and Blooks': Freelance Market News, 2007

### Other Writing

I currently write the popular column 'Diary Of A New Mum' for ActivityVillage.co.uk, along with much of the content of their baby section. I have a number of other regular writing assignments, including articles, web copy and computer guides.

### Ghostwriting

To date I have ghostwritten four books; two of these eBooks are currently being sold successfully on the Internet.

### Current articles online:

#### *The Business of Writing*

[http://www.writersservices.com/services/s\\_business\\_writing.htm](http://www.writersservices.com/services/s_business_writing.htm)

#### *How To Market Your Writing Services Online*

[http://www.writersservices.com/mag/08/how\\_to\\_market\\_%20Phillips.htm](http://www.writersservices.com/mag/08/how_to_market_%20Phillips.htm)

## Indexing

Full member of the Society of Indexers (part-way through accreditation process).

### Recently indexed titles:

ADJEY, Zoe and HUNTER, Gary, 2009. *Food and Beverage Service S/NVQ Levels 1&2*. Andover: Cengage Learning EMEA.

BANYARD, P., OLIVER, K. and WOODS, B., 2009. *OCR Psychology for GCSE: Psychology First 3e*. London: Hodder Education.

GREEN, Martin, 2009. *Begin Hairdressing and Barbering 2e*. Andover: Cengage Learning EMEA.

GREEN, Martin and PALLADINO, Leo, 2009. *Hairdressing: The Foundations 6e*. Andover: Cengage Learning EMEA.

GREEN, Martin and PALLADINO, Leo, 2009. *Professional Hairdressing 6e*. Andover: Cengage Learning EMEA.

## ***Career History***

My varied career history includes: FE lecturer (Milton Keynes College); learning resources advisor (University of Chester); marketing and print account manager (Mailcom Direct Mail plc & Prospects Ltd).

I have worked as a hairdresser, an air-hostess and a recruitment consultant; trained as a life-coach and studied psychology. I have also worked as a volunteer for the Samaritans and Oxfam. I currently divide my time between Acumen and taking care of my 2 year old daughter.

## ***Qualifications***

- **BSc** Psychology
- Certificate in Social Sciences (OU)
- Certificate in Life Coaching (Newcastle College)
- A1 NVQ Assessor
- Part-accredited indexer (Society of Indexers)