



Sterling Hooker

Freelance Editor and Writer

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Technical Skills

- *Chicago Manual of Style Eighteenth Edition*
 - Copyediting
 - Citations
- Associated Press editing
- Monday.com
- Outlook email and office
- Microsoft Word, Power Point, and Excel
- Track changes (MS Word)
- Line editing for tone of voice
- Adobe Acrobat Reader
- Promotional copywriting

Professional Skills

- Works well collaboratively and independently
- Builds strong relationships with fellow staff members and clients
- Organization
- Clear communication, both written and verbal
- Time management
- Willingness to learn

Education

University of North Texas

- English, BA (emphasis in creative writing)
- International Studies, BA

About Me

A lifelong learner and creative writer, my experience and education make me an ideal fit for roles in publishing (commercial or academic), content writing, and communications. I'm seeking to grow more as a freelance editor working with mid-sized and indie publishers as well as indie authors, particularly in developmental editing and copyediting/proofreading. I'm a detail-oriented and dependable worker that will step into leadership without hesitation, works well in teams and by myself, and gives my all into the work I'm responsible for. Outside of my professional goals, I enjoy traveling, running, baking, writing, and having fun date nights with my husband.

Professional Experience

Freelance Editor and Writer

Developmental Editor, *Vine Leaves Press* (April 2024–Current)

Proofreader, *She Writes Press* (August 2024–Current)

Line Editor and Proofreader, *Jenkins Group* (August 2024–Current)

Freelance Book Reviewer, *Foreword Reviews* (March 2024–Current)

- Read published or up-and-coming books, evaluating assigned books on storytelling and writing quality
- Write 300–600 word reviews, focusing on insightful, succinct commentary to help readers, booksellers, and school and library markets decide on book purchases

Content Writer, *Self-Employed* (February 2024–Current)

- Create social media posts using Canva and SEO optimized phrases for writing promotion
- Write blog articles with SEO best practices in mind, uploading them to personal website and Medium.com

Editor, Brown Books Publishing Group

January 3, 2022–January 31, 2024

- Copyedit and proofread in accordance with *Chicago Manual of Style Seventeenth Edition*
- Provide editorial support for PR-related materials in AP style editing (press releases, press kits, and email endorsement campaigns for NYT bestselling and celebrity authors)
- Ghostwrite promotional back cover copy; revise other team members' BCCs for clarity and impact
- Assist project manager in finding freelance editors, collecting author deliverables, and keeping operations running smoothly

Internships: Brown Books Publishing Group, Santa Fe Writers Project, and Bull City Film Festival

Publications

- "The Bee Swarms," *Honeyguide Magazine* (Nov, 2024)
- "Blood in the Water," *Havok Ezine* (May 10, 2024)
- "The Coldest Decembers," *North Texas Review* (2018)

Marketing/ Copywriting Samples

Sterling Hooker

Freelance Editor and Writer

[Fiction Sample: *The Grand Veeshali* by Wendi Coffman-Porter](#)

A public assassination puts a bounty on Leilani's head . . . and another mystery in her lap.

Leilani Falconi is no longer an IIS agent; in fact, no one is. With the Imperial Investigative Service disbanded and an entire system after her for the murder of Admiral Jason Dorthy, Leilani evades detection with her inherent smarts and skill. But there's an ever-present gnawing at the back of her mind: she's missing something, something big. Apparently, so are the known galaxies.

When she returns to her roots at ELU, identities unravel. No one is who they appear to be, even herself. To make matters worse, unfolding historical timelines point to a complicated mystery still shaping present-day conflicts. Lei knows the power grab is far from over. What was hidden must be found—by her first, if she wants to keep a powerful technological revolution from falling into the wrong hands and preserve the galaxy from spiraling into oblivion.

The mystery and wit in Wendi Coffman-Porter's second book of the Eldrillin Chronicles, *The Grand Veeshali*, will have readers on their toes as this sci-fi crime bridges the line between fantasy, technology, and reality.

[Nonfiction Sample: *CARE to Win: The 4 Leadership Habits to Build High-Performing Teams* by Alex Draper](#)

Wipe Out Bad Leadership and Build Psychological Safety, One Letter at a Time

Today, most employees stay or leave an organization because of their direct manager. Are team members provided what they need to be their best self and do their best work, or is it withheld by someone above them? Are their managers fulfilling the role of a people-first leader? Does company leadership make the working environment a psychologically safe space that maximizes both human and business performance? Some do, most don't—only because most aren't trained to.

But how do leaders build high-performing, psychologically safe teams? Alex Draper, the Founder of DX Learning, has created the CARE Equation: a four-part playbook that will help leaders establish an environment employees not only feel comfortable speaking up in, but one in which they want to stay at and feel like they can win in. In following the research of positive leadership and psychology, Draper's CARE Equation is based on the idea that when leaders provide clarity (C), give autonomy (A), build relationships (R), and establish equity (E), their teams are more likely to be psychologically safe and perform at their highest potential.

CARE to Win is the much-needed modern and relevant guide for managers, their employees, and organizations. It outlines the importance of each CARE component and breaks down internal biases that keep leaders from CAREing to the fullest. Through personal stories, research, and exercises, Alex shows that when leaders CARE, everyone wins—because CARE is the human skill that gets the hard stuff done.

Become the leader that sets your team up to win. Every. Single. Day.



**Sample List
of Edited
Titles**

Sterling Hooker

Freelance Editor and Writer

Developmental Editing

Vine Leaves Press

- *SOAP Notes* (in-progress)
- *OSTRACA*

Brown Books Publishing Group

- *Women Gone Wild: The Feminine Guide to Fearless Living, Wealth Edition*
- *Women Gone Wild: The Feminine Guide to Fearless Living, Intuition Edition*
- *Miscommunicamp!*
- *Your Seven Words to a Happier You: Unlock the Story Sabotaging Your Relationships*
- *Timeless Vision: Understanding God's Creation through the Lens of Science*

Line Editing

Jenkins Group

- *The Sudler Family Chronicles*

Brown Books Publishing Group

- *CARE to Win: The 4 Leadership Habits to Build High-Performing Teams*
- *My Silver Lining: Healing through Art*
- *Cutting a Path: The Power of Purpose, Discipline, and Determination*
- *The Gap Between: Loving and Supporting Someone with Alzheimer's* (created paraphrased technical copy)
- *Why You Should Give a Damn about Economics*
- *Let's Play Jegi, Let's Play Gonggi, and Let's Play Ddakji*
- *Dinky Donkey Doo: Battling Cancer with the Help of a Wise Donkey*
- *A is for Athlete*
- *Holidays All Year with Pomp, Snow, and Cirqueumstance*
- *The Monster Job*

Copyediting

She Writes Press

- *The Mother of All Decisions*
- *Orphans of the Living*
- *Always Hungry*
- *My Pretty Baby*
- *A Judge's Tale*

Brown Books Publishing Group

- *Faith Over Fear: How to Adopt a Success Mindset*
- *The Greatest Song: Spark Creativity, Ignite Your Career, and Transform Your Life*
- *Let's Clear Things Up: The Truth about Sinus Surgery*
- *Fleur du Lac: Stories from Behind the Walls*
- *The Taste of Ambiance*
- *The Grand Veeshali*
- *Renegade Immortality*
- *Flightless Falcon*
- *The Bet: An Entrepreneur's All-In Strategy to Win in Business*
- *Raven's Mantle: Fighting the Betrayal of America*
- *The Dixie Apocalypse*
- *My Cat Hates Me* and *My Cat Really Hates Me* (graphic novels)

Proofreading

Brown Books Publishing Group

- *Come Day in Night*
- *The Story of Ukraine: An Anthem of Glory and Freedom*
- *Theo's Deliciously Different Dumplings, The Ottersons' Eruption, Riley's Really Big Worries, and Franklin's World Takes a Turn* (the ESCELEnt Adventures series)
- *The Eighty-Year-Old Sorority Girls*
- *You Forgot to Mention: Tips for Parents by Parents*
- *A Friend for Princess Ada*