

# Steven Dale Davison

*Writing, Editing & Communications*

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## PROFILE

Formal training and twenty-five years experience as a writer and editor, with depth in business and finance, nonprofits and journalism, plus a substantial portfolio of published personal work. Several years managing a marketing team, developing the design and content of all corporate communications. Strong creative experience designing and writing web content and marketing materials, with a fresh gift for attractive and accessible graphics. Excellent written and oral communication skills. Warm and cooperative temperament, perfectly suited to teamwork; flexible, collaborative and service oriented.

### *Singular Accomplishments*

- ✧ Led a marketing team in all aspects of corporate communications—content and design of all web, digital and print media (including catalogs, brochures and webmaster).
- ✧ Edited three corporate newsletters, a nonprofit newsletter and a corporate magazine.
- ✧ Launched two business's communications platforms from scratch.

## EXPERIENCE

### *Writing—Marketing & Corporate Communications*

*Experience managing a creative team. Creative, productive and collaborative.*

- ✧ Designed and wrote all marketing communications for a high-end speakers bureau, including hundreds of web pages and print brochures, four catalogs and dozens of other printed promotional materials.
- ✧ Launched the communications platform for a boutique investment fund, including design and content of corporate identity and capabilities pieces, performance reports and white papers.
- ✧ Launched the communications platform for an advisory services business, designing and writing project proposals.
- ✧ Managed relationships with printers and other vendors, including oversight of job production.

### *Editing*

*Dedicated to providing substantive content and meeting deadlines.*

- ✧ Edited a corporate magazine.
- ✧ Edited three corporate newsletters.
- ✧ Currently edit a nonprofit newsletter.
- ✧ Helped clients develop book proposals.

### *Journalism*

*Professionally reviewed more than 250 plays. Wrote dozens of features.*

- ✧ Newspaper correspondent—features in the arts, play reviews, news and interview pieces.
- ✧ Freelance writer—features, 'how-to' technical pieces, product reviews, and regular press release columns for magazines in the building trades.
- ✧ Processed public relations press releases in the arts, writing a weekly news column, an arts bulletin and calendar for a daily newspaper.

**EXPERIENCE**  
continued

***Research Writing***

*Special talent for presenting technical information and analysis clearly and engagingly; attended Edward Tufte seminar, 2007.*

- ✧ Wrote industry overviews, including economic forecasts and reports on past economic performance, industry trends, competitive landscape, and developments in technology and government regulation for more than 30 industries.
- ✧ Wrote white papers on investment theory and strategy for publication in academic and trade journals.
- ✧ Wrote monthly economic reports on factors driving market behavior and affecting client investments, including document design, data analysis and presentation, and performance attribution.
- ✧ Won two competitive scholarships for researched writing projects.

***Technical Writing***

*Certificate in Technical Writing, Middlesex County College.*

- ✧ Wide range of projects: business proposals, process manuals, employee handbook, investment fund Design & Construction document, research reports.

***Personal Portfolio***

*Extensive and varied—long and short works of fiction and nonfiction; poetry and plays.*

- ✧ Published work includes chapters in two books, essays in several magazines and journals, and a handful of poems.
- ✧ One nonfiction book now being proposed to publishers through a literary agent; two more in proposal development.
- ✧ One Wiki in development.

**AWARDS &  
ACCOMPLISHMENTS**

- ✧ Albert Cope Scholarship, Pendle Hill, Media PA.
- ✧ Patrick D. Henry Writing Scholar, Earlham [Graduate] School of Religion, Richmond IN.
- ✧ Technical Writing Certificate, Middlesex County College Center for Continuing Education, Edison NJ.
- ✧ Edward Tufte seminar—Visual Evidence Design.

**TECHNOLOGY**

Microsoft Office suite—advanced skill level. | HTML tags  
Design—Adobe Creative Suite CS4 & Quark; advanced skill level, Adobe InDesign.

**COMMUNITY  
WORK**

Trustee, Sourland Planning Council (nonprofit).  
Former member, Advisory Committee, American Indian Program, Cornell University.

**EMPLOYERS**

W. Colston Leigh, Inc. – Head of Marketing	2000 – 2009	Speakers bureau
Trilogy Capital Management – Communications	1998 – 2000	Investment fund
Merrill Lynch – Senior Specialist	1996 – 1998	Research writer
Freelance writer and journalist	1986 – 1991	Newspapers & magazines

**EDUCATION**

BA, Rutgers the State University, New Brunswick NJ.