

Experienced editor, content manager and communicator. Strengths in multi-channel content and communications for impact, with print and digital publication background.

EMPLOYMENT

Freelance editor, writer, proofreader | June 2015 – present

Senior Comms Officer – Publications Lead | January 2016 – present *Overseas Development Institute, not-for-profit research and policy*

Responsible for communications and research uptake. Publications expert for ODI's humanitarian, resilience and gender research cluster. Managing two Communications Officers. Leading on communications development plan for ODI's Risk & Resilience programme. Devising strategies, and managing the production and release of research outputs, with an emphasis on print and digital publications but including data viz and infographics, public and closed-door events, policy briefs, blogs and film. Providing content production and comms guidance to partners and internal colleagues, and monitoring and learning from communications. Managing freelancer editors and designers.

Communications officer | January 2016 – December 2016 (FTC)

Responsible for project-level and programme-wide communications and research uptake for ODI's Research and Policy in Development programme. Devising communications strategies and managing the production and release of research outputs, including events, reports, policy briefs, blogs and film. Pitching content to development and research media, coordinating high-level public events and all programme social media. Delivering training on content production and communications to partners and internal colleagues, and monitoring and learning from communications. Commissioning freelancer editors and designers.

Highlights • Supported development of an innovative tool for monitoring contribution to change and facilitated a workshop to pilot it with Save the Children Ethiopia. Managed successful production and launch of [mental health report](#), in cooperation with the World Health Organization.

Production manager | March 2015 – December 2015 (FTC)

International Institute for Environment and Development, not-for-profit research and policy

Managed production of institutional products and key policy publications. Responsible for brand and design guidance and training. Managed team workflow. Wrote annual report copy, sourced visuals and instructed designers. Created data viz, graphics for internal comms, and event materials. Liaised with UK and international partners and suppliers.

Highlights • [Photobook](#) and exhibition for artisanal mining event.

SKILLS

MS Office, Adobe Creative Suite, Typefi, HTML and CSS, content management systems, BSI and Acrobat proofreading, social media, Google Analytics, comms M&E

EDUCATION

1st class BA Hons, English Lit, Cardiff University (2011)

4 As at A Level, Distinction in AEA English (2008), 12 GCSEs grades A*–B, Nonsuch High School (2006)

PROFESSIONAL TRAINING

Introduction to Illustrator, Media Training Centre (2015)

Practical PR, University of the Arts London (2015)

Data visualisation for researchers, The Guardian (2015)

Introduction to International Human Rights, IBAHRI (2014)

Introduction to feature writing, London College of Media and Journalism (2013)

Advanced InDesign, Media Training Centre (2013)

Introduction to HTML/CSS, Media Training Centre (2012)

VOLUNTEERING

General volunteer, Crisis Christmas (annually since 2012)

Organiser, SlutWalk Cardiff (2011)

“
Thanks so much for
your usual brilliant
thoroughness
”

EMPLOYMENT CONTINUED

Content editor | January 2014 – March 2015

International Bar Association, non-profit legal membership organisation

Oversaw editorial and production across a range of multimedia outputs for, and with, IBA members. Editing, proofreading, layout, project management, web design, feature writing and commissioning, style, branding, social media, newsletters.

Products • Journal of Energy & Natural Resources Law, Human Rights Institute annual report, HRI film, IBA magazine, website and high-profile task force reports.

Junior content editor | January 2012 – January 2014

Editorial administration: print runs, contracts, copyright, department accounting, editorial, and some digital and print publication project management.

Online community coordinator internship | December 2011

Crisis UK, homelessness charity (Crisis Christmas, Europe's largest volunteer-led project)

INTERESTS

Dressmaking; art and design; photography; mental health; international and community development; research uptake; feminisms

PUBLICATION HIGHLIGHTS

Authored

With Horne, Mackenzie and Tilley (2016) Investing in mental health in low-income countries. London: ODI

With Ball and Jackson (2016) Earthquake Science in Central Asia. London: ODI

With Mackenzie, Kesner and Ball (2016) 10 things to know about mental health. London: ODI

(2015) 'Sexual violence in Darfur' Global Insight 69(3) London: IBA

(2014) 'India: women, violence and the law' (ibanet.org)

With Lowe (2014) 'The future of fracking' Global Insight 68(3) London: IBA

(2013) 'Poverty post financial crisis' Global Insight 67(6) London: IBA

Edited

Sim, Xuefeng, Zhongneng and Chenggang (forthcoming 2017) Stories from Yingxui earthquake. Hong Kong: The Hong Kong Polytechnic University

Scope UK (2016) 2015/16 Annual Report and Accounts. London

Mackenzie (2016) 'Prioritising mental health' SDGs: The People's Agenda. London: UNA-UK

Mackenzie and Kesner (2016) Mental health finance and the SDGs. London: ODI

Adaptation Watch (2015) Toward Mutual Accountability: The 2015 Adaptation Finance Transparency Gap Report. adaptationwatch.org

RECOMMENDATIONS



A fantastic editor and a pleasure to work with. She's edited a number of high profile documents for Scope recently [and] consistently delivers incredible attention to detail, which has helped to significantly improve the editorial quality of our work — Brand and Creative Manager

Hannah grasps complex conceptual work and always adds value to content. She sees the content in new ways, and has designed several infographics for us, which readers have loved — ODI Research Fellow

Her editing is of a persistent high quality. She engages with the material, rewriting if necessary and pointing out queries which always result in a much improved final version. An all-rounder, her project management skills are superb — IBA Senior Content Editor

In the final year of an international development programme, we wanted to put out compelling communications to share learning with our sector. Hannah's speed, accuracy and attention to detail were just what we needed. With her support we were able to produce everything from a 200-page course curriculum to an analytical paper, case studies and an impact report – products we can be proud of, that showcase our work to stakeholders around the world — Programme Manager

When facilitating a workshop in Ethiopia, she developed and facilitated a strong communications and research uptake curriculum, which included helping to devise an engagement strategy, develop targeted communication outputs, and analyzing the best forms of communication methods — ODI Researcher
