

Alison Vincitore

alisonvincitore@gmail.com | (443) 848-1633 | www.alisonvincitore.com | www.linkedin.com/in/alisonvincitore

Ambitious, organized, detail-oriented, creative problem-solver with well-rounded writing experience.

Professional Writing Experience

Freelance Writer

TRUiC, Job Portraits, Upwork, WriterAccess, et al., October 2022 – Present

- Copywriting, ghostwriting, proofreading, and editing services including but not limited to:
 - Grant and residency applications for theatre company
 - Informational tax, mortgage, real estate, and business articles
 - Professional biographies for employees of prominent biomedical engineering companies
 - Edited verbatim interviews into interview-style blog posts
 - Social media posts
 - Podcast and video scripts
 - Web content, including landing page, about page, etc.

Reporter

Citizen App, January 2020 – August 2022

- Reported on breaking news stories, crime, and public safety concerns in two dozen US cities & nationally
- Formulated concise headlines and notifications with strict character limits and CTA requirements
- Conducted notification A/B testing at local and national levels
- Collaborated with video team to create informative and engaging videos, and engineering team to improve workflows, data collection, and insights
- Compiled data and informed users about COVID-19 and voting in the 2020 Presidential Election
- Standardized and coordinated pilot program for coverage of community events
- Planned and pitched improvements to organization and communication standards of practice

Writer

<i>All the Times I Cried in Exercise Class</i>	Personal essay series published in <i>The Three Magazine</i>
<i>Mighty Mackerel</i>	2 nd Rounder, 2022 Austin Film Festival Screenplay Competition Comedy Pilot
<i>Top Five Answers</i>	Writ./edit. short filmed play for Remember Fest 2020, dir. Maria Palacio
<i>Hon: Baltimore/Anne Arundel</i>	One-act documentary play, reading at Pete's Candy Store
<i>Janie is Sick</i>	Five-episode webseries (writ./dir./edit.)
<i>OK NO</i>	Full-length play

Script Production Assistant

The Public & NAMCO, October 2022 — June 2023

- Implemented script changes on behalf of writers, tracked changes, created document clearly and concisely describing changes, and distributed to all parties

Education

The New School, BFA Dramatic Arts, focus in playwriting & screenwriting

Skills

Experienced in Microsoft Office Suite, Google Drive, Final Draft | Proficient in Adobe Suite: Premiere Pro, Photoshop, After Effects, Lightroom | Proofreading & Editing | Utilizing style & editorial guides | Experienced in variety writing styles, mediums, genres, and voices | Basic film lighting, sound recording, & camera knowledge | Customer service | Scheduling | Spreadsheet management | Research | Notetaking | Organization | Communication | Coordinating | Multitasking | Basic Spanish | Basic American Sign Language | Licensed Driver