

# Rachel Jones

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## Work Experience

### Associate Editor /// 2014 -> 2020

Managed and maintained editorial and overall production process for *Forward Day by Day* (including podcast and spinoffs) and ensured authentic and honest diversity among authors. Created concepts and invited writers to contribute to seasonal meditation resources. Created original content for pamphlets and partner blogs. Obtained and granted copyright permissions. Contributed copy detailed to funding and donor asks.

### Contributing Editor and Convener /// 2008 -> 2014

Aided in running a semi-daily blog for and by Jesus-centric young adults, created seasonal themes, authored advice column, curated Tuesday content stream, copy/content editor for guest bloggers, co-hosted podcast.

### Parish and Diocesan Lay Minister /// 2001->2014

Created, produced, and implemented a variety of formation resources with and for several Episcopal parishes in Texas, across two dioceses. Participated in active lay ministry with people from early childhood through extended adulthood, including extensive work with underserved and under-represented populations with an eye toward outdoor education and creation care.

## Education

### Brady High School 1993 -> 1997

Brady, Texas

### Texas State University /// 1997-2000

San Marcos, Texas

B.A., History (minor, Political Science)

## Profile

I love stories—telling them, hearing them, learning to live inside them. Stories about being outside and the good trouble we can get into when we dig in the dirt together are the best stories I know.

Concisely tying together context, personal connection, and clarity are key facets of good story sharing, and I strive to practice them in my own work and in the people I edit alongside.

I thrive in healthy, collaborative, creative, and celebratory work communities. I especially love cheering on team members on deadline or in need of a little extra sparkle.

## Skills

Logistical/ Strategic Planning including calendar alignment and project tracking across formats/platform, relentless insistence for representation

Wordpress, Blogger, Garage Band, I-tunes Podcast Store, Office Suite

Ability to keep the main things main, stick to tight timelines, and maintain human decency under pressure.