



KAITLIN THROGMORTON

FREELANCE WRITER

CONTACT

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ABOUT

A seasoned writer with seven years of experience, I create compelling content for any platform. With a background in journalism, marketing, and communications, I understand how to target and engage diverse audiences. I tell stories that inspire, educate, and entertain—and I want to tell yours.

EXPERIENCE

OWNER & WRITER

KAITLIN THROGMORTON, LLC

SEPT 2015 - PRESENT

- Write content such as website copy, blogs, and social media posts for clients
- Edit documents such as white papers, quarterly reports, and technical documents for clients
- Write and edit reported articles for publications, most recently *American Libraries* and *Fresh Cup*
- Run all other aspects of the business, including promotion, administration, and finance

COMMUNICATIONS SPECIALIST

N.C. ADMINISTRATIVE OFFICE OF THE COURTS

NOV 2011 - SEPT 2015

- Managed all communications, media, promotions, and events for volunteer program, Guardian ad Litem
- Launched new website, worked on layout and user experience, wrote all copy, and trained staff on how to use online application feature
- Wrote and edited various items, such as brochures, press releases, and grant applications

MARKETING ASSISTANT

TOP FLIGHT, INC.

JUN 2010 - MAY 2011

- Maintained and wrote content for company website, Facebook, Twitter, and YouTube
- Wrote insert copy and sell sheets for multiple lines of product

EDUCATION

BACHELOR OF ARTS

MAJORS: ENGLISH & SPANISH

COVENANT COLLEGE | 2006 - 2010

SKILLS

- Project management
- Web content development
- Social media strategy
- Copywriting
- Blogging
- Community management
- Market research
- WordPress
- AP Style
- SEO