

# Ruth Kaufman

ruthjk@ruthjkaufman.com

Innovative, results-driven writer and editor with 16 years experience in account management, sales, marketing and training for large law firm, corporate and advertising agency clients. Earned multiple company-wide outstanding performance awards. Exceptional presentation and online research skills. Extensive corporate, broadcast and fiction writing and editing experience.

## EDITING/CRITIQUING

- Novels and proposals for multi-published, award-winning authors, one a *New York Times* bestseller.
- Dozens of online tutorials, training manual and more for corporate clients.
- Drafts of chapters for statistics in law textbook. Wrote memos on applications of statistics in various areas of law.
- Co-Editor, *The Judge*, SU College of Law newspaper. Wrote articles, humorous columns.

## NON-FICTION/CORPORATE

- Serve on editorial board of the *CBA Record*, the Chicago Bar Association's monthly magazine, circulation 22,000. Review submissions and write articles.
- Articles for national writers' trade journal and writing newsletters.
- Created and presented legal research seminars. Developed and wrote contract proposals, presentations and marketing pieces for large law firm clients.
- Blog "Gainfully Unemployed" and podcast series at [www.ruthjkaufman.com](http://www.ruthjkaufman.com), guest blogger.
- Assist in crafting policy changes for national association with over 10,000 members.
- Researched, designed and wrote six-part legal ethics course.
- Radio:
  - classical radio host: prepared program notes, news, promotional announcements.
  - radio station account executive: wrote commercial copy for local retail clients

## FICTION/THEATRE

- Completed 11 manuscripts: five set in medieval England, two contemporaries, one paranormal, one political satire, two young adult.
- Twenty contest placements for six manuscripts including runner up in *Dorchester's/RT Book Reviews'* national American Title II contest.
- Features, program notes and narration for classical concerts and musical revues.
- Missalettes and other projects for satirical church services at *The Best Church of God*.
- Scripts and lyrics for half-hour musical parodies each performed more than 20 times.

## OTHER

- Present online and live workshops on topics including improvisation, sales skills, persistence, public speaking.
- On camera and voiceover talent. Credits include independent films, industrials, local and national commercials, dozens of e-learning and corporate narrations. Perform with improv teams.
- Choose topics, prepare questions and host cable TV program, *You and the Law*.
- Completed improvisation training programs at ComedySportz, Second City and iO.

## EDUCATION

- J.D., M.S. TV/Radio: Syracuse Univ. College of Law/S.I. Newhouse School of Public Communications
- B.A. Communications, Economics: University of Michigan, Ann Arbor, MI

## MEMBER

The Chicago Bar Association, Romance Writers of America: Chicago-North RWA; Hearts through History; Chick Lit Writers; Fantasy, Futuristic & Paranormal