

# Susie R. Spann

(Marine Corps Veteran)

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**Snapshot** Writing, researching, and interviewing subjects for feature articles in magazines and newsletters, with a focus on individuals who have overcome obstacles to achieve their success. I used my 'adapt and overcome' attitude to evolve from writing with pen and paper to creating videos for an online platform. My ultimate goal is to use my skills and experience to help improve the lives of others.

## Skills & Achievements

### Freelance Writing

- **Sharing the healing power of dance** through a series of videos on YouTube. "Dance Heals Video Series" Started in June 2019
- **Increased awareness for homeless veterans** through a cover story for the **San Diego Reader**: "*My Pack Is Heavy But My Heart Is Light*" October 27, 2010
- **Told the love story** behind the marriage of two Navy veterans via the **Fred Astaire Dance Studio (FADS)** magazine, **InSTEP**: "*Breaking Barriers One Dance Step At a Time*" 2017
- **Delved into the background** of Jonathan Roberts (Co-founder of the San Diego Ballroom Beach Bash and formerly of *Dancing With The Stars*) **Ballroom Dance Connections** February, 2018
- **Explained the connection** between Toni Redpath and Michael Mead (Co-founders of the San Diego Ballroom Beach Bash and formerly with *So You Think You Can Dance*) **Ballroom Dance Connections** March and April, 2018 (respectively)
- **Created a communication channel** to keep dance students up-to-date on the constantly evolving events for a dance studio through a weekly newsletter. October 2014 - July 2018

### Technical & Creative

- **Ballroom Dance Connections online magazine**
  - **Created visually appealing magazine content** by modifying photos as needed to fit on pages of newsletters or magazines, using text boxes with colorful frames to draw the reader's eye to key points in an article, and utilizing colorful fonts and images. October 2017 - present
- **Go Daddy and Wix website systems**
  - **Created, maintained, and updated websites** with new material, offers, and sales, as well as tracking customer engagement through tools offered by each site
- **Mail Chimp and Go Daddy**

- **Maintained contact with customers via email campaigns** and notified existing and potential customers of changes to schedules, site content, and other relevant changes as needed

## **General Office**

### **Skills & Experience**

- **Holiday Travel of America, Carlsbad, CA**
  - **Caught a series of errors** on a new web site in time for them to be corrected before the site officially launched
- **California Library Services, San Diego, CA**
  - **Helped an attorney win** his case by updating his reference material to include the most current court rulings, as opposed to the attorney who used outdated material

### **Equipment & Software**

#### **Office & Clerical**

#### **Equipment**

- Multi-Line Phones
- Copiers
- Fax Machines
- Printers
- Mail Room Equipment
- Computer, PC and Laptop
- Message Pads
- Ledgers
- Receipt Books
- Cash Registers
- Point of Sale Equipment

#### **Software**

- General Office Software including Microsoft and Kingsoft
- Spreadsheets
- Word Processing Software
- One Note
- Magix Edit Pro Premium
- Inkscape (graphics)
- Outlook
- Dropbox
- Google Drive

## **Training**

#### **San Diego City College and Mesa College**

- Radio/Television Communications & Journalism

#### **Howard County Junior College**

- Business