

JEANHEE KIM

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EXPERIENCE

NYU SCHOOL OF LAW, Office of Communications, New York, NY 2005 to present
Managing Editor

Work with administrators, freelance writers and editors to promote the scholarship, news, and accomplishments of NYU Law faculty, prominent alumni and students. Publish in multiple platforms, including print, web, video, using editing and publishing software and content management systems.

- Manage, edit news and homepage of law.nyu.edu web site.
- Assign and edit feature-length articles, profiles, news and events for print and web; edit scholarly articles.
- Supervise senior staff writer, editorial assistant, freelance editors and writers; collaborate with designers, creative director, production manager.
- Plan, organize, host annual roundtable discussions on high-impact, cutting-edge legal topics; publish video, package discussion as magazine feature.
- Transformed 150-page publicity magazine into respected, annual, 120-page glossy with 60,000 circulation used to recruit new faculty, entice prospective students, and raise profile among peer schools, top academics, judges, partners at top law firms.
- Launched, manage, edit, and supervise monthly alumni e-newsletter.
- Edit graduate admissions brochures annually; reconceived and redesigned brochure in 2009
- Conceive, edit Annual Fund development materials and related, eg annual holiday card. Produced law school's most successful Annual Fund materials from 2012 to 2014.

FREELANCE WRITER AND EDITOR current

Write, edit, report, consult for magazines, newspapers, web sites and books. Publications include: *Bicycling, Consumer Reports, Crain's New York Business, Entertainment Weekly, Fortune, Fortune Small Business, Martha Stewart Weddings, NYU's The Law School, Outdoor Explorer, People, The Week, Us Weekly, Working Woman.*

MEREDITH INTERACTIVE MEDIA, New York, NY 2000 to 2002
Director of FamilyMoney.com

Developed robust, dynamic, friendly personal finance web site for *Family Money* magazine. Managed design, content partnerships, editorial/art maintenance within \$200,000 budget.

- Created strategic plan, editorial plan and design RFP.
- Selected design firm, forged cooperation between designers and technology team.
- Struck no- and low-cost content partnerships for news ticker, stock quotes, savings/mortgage rates, mutual fund advice while retaining traffic. Saved \$36,000 annually.
- Hired staff, freelance editors, writers, designers, producers.
- Wrote weekly e-newsletter. E-mail subscriptions increased 100% in three months.
- Appeared regularly as guest personal finance expert on *Good Day New York.*

OXYGEN MEDIA, New York, NY 1999 to 2000

Senior Producer, ka-Ching.com

Under intense, three-month time frame, launched *ka-Ching*, a personal finance, career, business and family site for women. Edited, managed “Your Money,” “Your Family,” “Your Career” channels.

- Developed concept, mission, site architecture, design and editorial voice.
- Launched in May 1999, *ka-Ching* was hailed by the *New York Times* as “clearly the strongest among the overall investment sites for women.” (6/17/99)
- Conceived and ran all editorial aspects of investing and relationship channels including hiring writers, assigning and editing stories, maintaining voice and tone.
- Edited *ka-Ching*’s two most popular columnists.
- Customized 18 interactive financial calculators.
- Revised and revamped career channel.
- Appeared as regular on-camera personal finance expert on *Trackers* (teens) and *SheCommerce* (shopping) programs on Oxygen Media cable network.

MONEY MAGAZINE, New York, NY 1993 to 1999

Writer-Reporter

Wrote and reported personal finance stories with a particular focus on Wall Street and analysis of companies and equity mutual funds.

- Reported, co-wrote annual features, “Best Places to Live in America,” “Companies with the Best Benefits.”
- Wrote, reported *Money.com* magazine test launch cover story, “Buying a Home on the ‘Net.’”
- Guest expert appearances on *Good Day NY*, *Today in NY*, *America Talks*, *Before the Bell*, various CNNfn, CNN, CNBC programs – live and taped.

WORKING WOMAN, New York, NY 1991 to 1993

Assistant Editor

Line-edited “Career Strategies” column; wrote news, business, health, entertaining, fashion.

ASSOCIATED PRESS, Rome, Italy 1990 to 1991

Reporter Intern

Wrote, reported wire stories on general interest news including Desert Shield, Desert Storm, Persian Gulf War activities, Mona Lisa’s identity, World Cup bobsledding.

COLLEZIONE PEGGY GUGGENHEIM, Venice, Italy 1990 to 1991

Museum intern, Capa (Captain)

EDUCATION

DARTMOUTH COLLEGE, Hanover, NH 1986 to 1990

- B.A., Comparative Literature with Honors
- Art History Foreign Study Program, Florence, Italy 1988

- Editor, Arts & Leisure, *The Dartmouth*, 1988-1989 (reporter, 1986-1988, received Ira Holmes Book Award for Excellence in Journalism, 1987)

EWHA UNIVERSITY, Seoul, South Korea

1987

- Certificate, Korean language program

AWARDS, ACTIVITIES, OFFICES AND INTERESTS

- 2014 Civilian of the Year, The Civilians annual benefit gala, April 28, 2014
- Current board member, former chair, The Civilians theater company (since 2001)
- Run annual charity half-marathon, raising thousands of dollars for CureCMD.org
- 2003-2004 Young Alumni Distinguished Service Award, Dartmouth College
- Alumni Search and Trustee Nominating Committee, Dartmouth College (2000-2002)
- Completed 1998 Asian American Journalists Association's Executive Leadership Program
- Member, Editorial Board, *Dartmouth Alumni Magazine* (1996-2002)