
PAULINA S. COSSETTE, PH.D.

SUMMARY OF QUALIFICATIONS

- Copy editor and proofreader specializing in academic and non-fiction manuscripts by native and non-native English speakers.
 - Over 10 years of experience in higher education research, writing, and instruction, specializing in political science and the social sciences.
 - Strong record of peer-reviewed publications, including journal articles and a book (2020, Routledge).
 - Experience communicating with and fostering collaboration among diverse stakeholders.
 - Record of success managing multiple projects in a dynamic, high-pressure environment.
-

PROFESSIONAL EXPERIENCE

FREELANCE COPY EDITOR and PROOFREADER **Franklin, ME | 2019–present**

- Copy edit book and academic manuscripts for Scribendi (top 10% of over 500 editors), Edward Elgar, eContent Pro (IGI), Charlesworth, Newgen (Routledge, U. Michigan), Summersdale, etc.
- Copy edited over 40 books and numerous dissertations and theses, papers for submission to peer-reviewed journals, CVs/resumes, college admissions letters, and other documents.

ASSISTANT PROFESSOR, WASHINGTON COLLEGE **Chestertown, MD | 2017–2019**

- Researched public opinion and the #MeToo movement using an internet-based survey experiment with a nationally representative sample; led data analysis using t-tests, OLS and logistic regression, and accompanying data visualizations; presented findings at academic conferences.
- Vetted research proposals as member of Institutional Review Board (IRB); procured funding for two undergraduate research assistants and conference travel.

ASSISTANT PROFESSOR, JACKSONVILLE UNIVERSITY **Jacksonville, FL | 2013–2017**

- Tested the relative effectiveness of responses to political campaign attacks using original data from a national online survey; submitted projects for IRB approval; prepared manuscripts for publication.
- Created and analyzed original time series cross-sectional dataset on congressional bill co-sponsorship using social network analysis, regressions, and data visualizations.
- Led fundraising targeting department alumni; managed department website and social media.

LEGISLATIVE AIDE, U.S. SENATOR JACK REED (RI) **Washington, D.C. | 2014–2015**

- Managed portfolio of domestic policy issues; coordinated with staff and external stakeholders to research and draft legislation and related promotional materials.
- Wrote speeches, press releases, and memos; led meetings with constituents and stakeholders; staffed the Senator during committee hearings, bill markups, and events.
- Excelled at solving problems in a fast-paced and high-profile setting requiring discretion, flexibility, and a positive attitude.

VISITING ASSISTANT PROFESSOR, FLAGLER COLLEGE **St. Augustine, FL | 2012–2013**

- Organized section of regional conference, including assembling panels for paper presentations, inviting speakers for roundtables, and promoting conference activities.

PROGRAM EVALUATOR, U.S. INSTITUTE ON FOREIGN POLICY **Gainesville, FL | 2012**

- Designed online surveys and conducted focus groups and interviews to assess participant satisfaction, program success, and areas for improvement. Tracked progress, analyzed findings, and submitted written reports to Institute directors.
-

EDUCATION

PH.D., M.A. | UNIVERSITY OF FLORIDA, GAINESVILLE, FL | 2013

Political Science (awarded *High Pass* in major field) | GPA: 3.98/4.0

B.A. | UNIVERSITY OF CENTRAL FLORIDA, ORLANDO, FL | 2006

Political Science (*summa cum laude* and Honors in the Major) | GPA: 3.98/4.0