

Katherine Morton, MBA, BA

• katherine@katherinemorton.ca • www.katherinemorton.ca •

Education

Editing Certificate, Simon Fraser University, Vancouver, 2022.

Creative Non-Fiction, University of Toronto, Toronto, 2020–2021.

*MBA (Executive), Athabasca University, Alberta
Advanced Education
Graduate Scholarship, Athabasca, 2007.*

BA, Psychology (Major), English (Minor), University of Calgary, Calgary, 1991.

Summer French Bursary Program, Université Laval, Québec City, 1990.

Certifications

Certified Copy Editor, Editors Canada, 2022.

Languages

English — Fluent

French — Intermediate

Japanese — Intermediate

Professional affiliations

Editors Canada, Member.

ACES: The Society for Editing, Member.

Secret security clearance with Global Affairs Canada, effective May 27, 2019, Cyber Security Cooperation Program (CSCP).

Katherine Morton, Senior Editor

I have over thirty years' experience editing and writing in the academic, non-profit, and corporate sectors, including substantive editing, structural editing, stylistic editing, copy editing, developmental editing, and proofreading. I simplify and clarify materials—and I am experienced with editing materials from multilingual writers.

My editing experience includes educational resources related to curriculum, reports, plans, manuals, articles, academic dossiers, theses, book chapters, concept notes, white papers, position papers, newsletters, press releases, marketing materials, contracts, résumés, and CVs.

Academic editing, writing, and teaching experience

Selected academic

Editor: Iowa State University, online biology lab manual (Canvas).

Editor: University of Calgary, computer science manual.

Editor: Master's and doctorate level theses / journal articles for publication in education, sciences, social sciences, business, economics, engineering, and humanities.

Editor/Designer/Formatter: Academic dossiers and grant applications/proposals.

Editor: Djikanovic, B., Celik, H., Simic, S., Matejic, B., & Cucic, V. (2010). Health professionals' perception of intimate partner violence against women in Serbia: Opportunities and barriers for response improvement. *Patient Education and Counseling*, 80, 88–93. <https://pubmed.ncbi.nlm.nih.gov/19850435/>

Editor: Djikanovic, B., Marinkovic, J., Jankovic, J., Vujanac, V., & Simic, S. (2011). Gender differences in smoking experience and cessation: Do wealth and education matter equally for women and men in Serbia? *Journal of Public Health*, 33(1), 31–38. <https://pubmed.ncbi.nlm.nih.gov/20952438/>

Editor: Gichuyia, N. (2023). Nairobi City Market: The versatile afterlife of a colonial-era building in a postcolonial world. In L. M. Farah & S. L. Martin (Eds.), *Mobs and Microbes* (pp. 129–156). Leuven University Press. <https://library.oapen.org/bitstream/id/4a0a44ef-5078-4601-a9fc-7e85e2ae90ec/9789461664952.pdf>

Editor: Hernes, T. & Obstfeld, D. (2022). A temporal view of sensemaking. *Organization Theory*, 3(4). <https://doi.org/10.1177/26317877221131585>

Editor: Schultz, M. (2022). The strategy-identity nexus: The relevance of their temporal interplay to climate change. *Strategic Organization*, 20(4), 821–831. <https://doi.org/10.1177/14761270221125881>

Editor: Tajeddin, M. et al. (2023). Internationalization of emerging economy SMEs: A tripod approach. *Journal of International Management*, 29(1). <https://doi.org/10.1016/j.intman.2022.100991>

Editor: Viale, G. (2022). When the modern was the tradition: Carlo Mollino at Sestriere and his last unpublished project (1973). *Architectural Histories*, 10(1), 1–26. <https://doi.org/10.16995/ah.8641>

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Professional affiliations

Association of Fundraising Professionals, Past Member.

Volunteering

Editors Canada (current): Training & Development Committee Chair; Copy Editor, BoldFace; Webinar Host; Conference Session Host and Mentor; 2022–2023 Website Task Force; 2021 Certification Exam Pilot Tester.

CANADEM (past): International Election Observer, Ukraine.

Canadian Red Cross (past): Council Member, Alberta.

Alberta Community Council on HIV (past): Chair of the Board of Directors.

Association of Japan Exchange & Teaching (past): National Representative.

Distress Centre Calgary (past): Crisis Counsellor.

Other training

University of Alberta, Indigenous Canada, 2021.

University of Bern, International Program Development Evaluation Training (IPDET), Bern, 2019.

UNFPA, Prevention of Sexual Exploitation & Abuse, 2019.

Trainer: (2023). *Working With Other Editors: What, Why, and How*. Editors Canada. https://training.editors.ca/webinar_recording/working-with-other-editors-what-why-and-how/ (development, design, and delivery of webinar material, including Canva slides, PowerPoint slides, and resources handout).

Trainer: (2023). *Acceptable Copy Editing Productivity Rates and Top 10 Tips for Increasing Productivity*. Editors Canada. https://training.editors.ca/webinar_recording/acceptable-copy-editing-productivity-rates-and-top-10-tips-for-increasing-productivity/ (development, design, and delivery of webinar material, including PowerPoint slides and resources handout).

Guest lecturer: (2023). *International Cooperation: Success and Failure*. Global Health. University of Lethbridge (development, design, and delivery of online material, including Prezi slides).

Guest lecturer: (2022). *Résumé and CV Design*. Visual Rhetoric for Professional Writers. University of Victoria (development, design, and delivery of online material, including PowerPoint slides).

Teacher: Junior high school English teacher for the Japanese Ministry of Education and adult-EFL teacher for three years in Japan, including the development of curriculum materials and pedagogical supports.

Non-profit/international development experience

While working in the non-profit and international development sectors for many years, in addition to other responsibilities, I wrote and edited large government grant applications and funding reports, contracts, knowledge management documents, strategic plans, operational strategies, business plans, concept papers, position papers, evaluations, communications strategies, fundraising strategies, manuals, press releases, newsletters, brochures, web copy, and advertising copy. I often edited the work of global, multilingual teams. I also developed, presented, and moderated several workshops.

- Canadian Feed The Children, Vice President of Programs (Canada, East Africa, and South America)
- Aga Khan Foundation Canada, Senior Program Manager (Canada, East Africa, and Central Asia)
- Canadian Red Cross, Country Representative, Senior Advisor (Sri Lanka, Maldives, Indonesia, Haiti, and Canada)
- International Trade Centre, Business Strategy Advisor (Switzerland)
- Canadian Association for Global Health, Program Manager (Serbia and Bosnia)
- Alinea International, Evaluator (Philippines)
- The Leukemia & Lymphoma Society, Executive Director for Alberta (Canada)
- SafeLink Alberta, Director of Communications and Development (Canada)
- Several Canadian non-governmental organizations, Interim Chief Executive Officer (Canada)

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Other training

UNDSS, BSAFE, 2019;
Advanced Security in the Field, 2010.

Makerere University,
Human Centred Design,
Kampala, 2017.

Aga Khan Foundation
Canada, *Gender Equality
and Environment*, Ottawa,
2017; *Conflict Resolution
and Security*, Ottawa, 2016.

Canadian Red Cross,
Operations Management,
Ottawa, 2015; *Results
Based Management*, Kuala
Lumpur, 2012; *Introduction
to Humanitarian Law*,
Calgary, 2010.

International Federation of
the Red Cross / Red
Crescent, *Humanitarian
Diplomacy*, Columbo, 2012.

International Committee of
the Red Cross, *Movement
Partnership*, Columbo, 2012.

EvalPartners/UNICEF:
Equity-Focused Evaluation,
2012.

UN SDLS, *Conflict
Management for Leaders
and Managers*, Geneva,
2011.

Institut de Français, 2 four-
week intensive French
courses, Villefranche-sur-
Mer, 2009 and 2011.

Other selected non-profit editing experience

Editor: Indwell (Forthcoming). *Making Housing Affordable* (with input on design).
<https://letsopendoors.intercomm.co.za/>

Editor: Women's Shelters Canada. (2022). *Child Welfare Practices and Policies in Canada*. <https://endvaw.ca/wp-content/uploads/2022/11/Child-Welfare-report-1.pdf>

Editor: University of Bath/Proteknôn Foundation for Innovation and Learning. (2022, May). *Neglect and the Protection of Refugee Children*.

https://www.bath.ac.uk/publications/neglect-and-the-protection-of-refugee-children/attachments/2503-Proteknon-U_of_Bath_Report_V5.pdf

Corporate and government experience

- **National Capital Commission**, <https://ncc-ccn.gc.ca/>
As a *consultant*, I edit internal and external documents following the *The Canadian Style*.
- **Level, Inc.**, www.level.ca
As a *consultant*, I am Level's go-to professional editor for all their corporate needs, including proposals and total market reports.
- **The Health Aisle**, www.thehealthaisle.com
As a *consultant*, I edit health blogs for a mostly Southeast Asian market.
- **PURE Global Imports, Inc.**, <https://pureglobal.ca>
When the company was starting up, I edited its first website.
- **The Dent Guy, Inc.**
As a *consultant*, I edited the company's franchise manual.
- **Bernard Callebaut®**
As a *consultant*, I edited the chocolatier's first website.
- **Kids Only Clothing Club, Inc.**
While employed as *marketing coordinator*, in addition to other responsibilities, I edited the consultant sales manual, produced a monthly print newsletter, and produced weekly internal newsletters.

Other editing and writing experience

- I have redesigned and edited dozens of résumés, CVs, cover letters, and application packages for individuals globally.
- I had great fun editing subtitles for a short film, *Amorfo* (Juan Walle, Director, Fonexión Producciones, 2008).
- In preparation for the 2002 Winter Olympics in Salt Lake City, I designed and wrote the sponsorship package for Speed Skating Olympian Michelle Morton.

Publications

Henville, Letitia, & Morton, Katherine. (2023, October 12). Collaborating on a Webinar: Two Editors' Perspectives. *The Editors' Weekly*. Editors Canada.

<https://blog.editors.ca/?p=10309>

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Other training

UNITAR-POCI, Introduction to the UN System, 2007.

Canadian Foreign Service Institute, Pre-departure Course in Intercultural Effectiveness, Toronto, 2006.

Ghost River Rediscovery, Aboriginal Awareness training, Kananaskis, 2002.

Association of Fundraising Professionals, Certified Fundraising Executive (CFRE) course, Calgary, 2001.

University of Calgary, Cultural Diversity Institute, Calgary, 2000.

Japan Exchange & Teaching (JET) Programme, several conferences where I received and presented training on teaching EFL, including the development of curriculum materials and pedagogical supports, throughout Japan, 1993–1996.

Minda, Alicja, Foster, Jennifer D., Capraru, Pamela, Hoffman, Samantha, & Morton, Katherine. (2023, May 9). Editors Advise: Generalist or Specialist. *Boldface*. Editors Toronto. <https://editorstorontoblog.com/2023/05/09/editors-advise-generalist-or-specialist/>

Minda, Alicja, Foster, Jennifer D., Capraru, Pamela, Mo, Josephine, Hoffman, Samantha, & Morton, Katherine. (2023, July 5). Editors Advise: On Reading and Helpful Skills. *Boldface*. Editors Toronto. <https://editorstorontoblog.com/2023/07/05/editors-advise-on-reading-and-helpful-skills/#:~:text=In%20this%20series%2C%20editors%20share,not%20sure%20you're%20Oready>

Minda, Alicja, Foster, Jennifer D., Capraru, Pamela, Mo, Josephine, Hoffman, Samantha, & Morton, Katherine. (2023, June 13). Editors Advise: Are You Qualified for the Job? *Boldface*. Editors Toronto. <https://editorstorontoblog.com/2023/06/13/editors-advise-are-you-qualified-for-the-job/#:~:text=Certified%20Copy%20Editor-,It%20depends.,work%20at%20no%20additional%20cost>

Morton, Katherine. (2007). *Value Chain Analysis of Private-Sector Investment to Increase Employment Among Women and Men in the Philippines* [Master's applied project, Athabasca University].

Morton, Katherine. (1999, May). Ergonomics. *Business Dynamics*, 34–38.

Morton, Katherine. (1999, April). Hemporium. *Where Calgary*, 78.

Morton, Katherine. (1999, March). Leaving the Corporate Nest. *Business Dynamics*, 33–36.

Morton, Katherine. (1999, January). Remedies for Cabin Fever. *Where Calgary*, 14–16. Plus, various *Calgary Sun* lifestyle articles.

Presentations/workshops/webinars/speaking

In addition to the presentations listed above, I have developed and delivered dozens of presentations and workshops globally, both individually and within panels, to audiences of up to 1000 people. I've facilitated numerous workshops and moderated other speakers' presentations. As media spokesperson for various organizations, I've given many live radio and TV interviews as well as appeared on TV morning shows and noon and evening news programs.