Dakota Fitzgerald

Editor

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SUMMARY

Editor with 5 years of experience across digital media and regional news, leading a team of 4 writers and setting the house style guide used across 3 verticals. Cut average time-to-publish from 3 days to 1 and raised average read time on edited features by 40 seconds. Known for calm, specific feedback that writers ask for by name.

EXPERIENCE

Senior Editor — Cascadia Daily Digital

Portland, OR · Feb 2023 – Present

- Lead a team of 4 staff writers and 6 freelancers, assigning and line-editing 25 stories a week across news, culture and business.
- Rewrote the house style guide, cutting style-related copyedit rounds by 30% and settling 18 long-running punctuation disputes.
- Edited a 3-part investigative series on local housing permits that drove 48,000 unique visits and a follow-up from a state legislator.
- Built a 2-stage review workflow (structural edit, then line edit) that cut average time-to-publish from 3 days to 1 without adding staff.

Associate Editor — Willamette Valley Herald

Salem, OR · Aug 2020 – Jan 2023

- Edited 15 stories a week for a 40,000-circulation weekly, catching libel and sourcing issues before 3 pieces reached print.
- Trained 5 junior reporters on AP style and structure, cutting average revision rounds per story from 3 to 1.5.
- Redesigned headline and subhead guidelines that raised average click-through on the homepage by 22%.

SKILLS

Editing: Line editing, structural editing, copyediting, fact-checking, headline writing

Style and standards: AP Style, Chicago Manual of Style, in-house style guides, legal review coordination

Tools: Google Docs, WordPress, Trello, Asana, Grammarly Business, Google Analytics

Leadership: Assigning and scheduling writers, freelancer management, mentoring junior editors

CERTIFICATIONS

Poynter ACES Certificate in Editing, 2021

EDUCATION

B.A. Journalism, University of Oregon, 2018

Fictional example by FindAJobAI: the person, employers and numbers are invented.