# Jessica Johnson

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## Summary

Creative, persuasive, deadline-driven writer, editor, and project manager with a passion for health and wellness. Skills include project management, print and web content development, substantive editing, copyediting, proofreading, medical writing, acquisitions, contract negotiation, video production, research and analysis, public speaking, and marketing.

## Professional Experience

### Greenview Medical, Fort Myers, FL February 2021 – Present

*Greenview Medical is an integrated care system that includes Catholic Health Services, Greenview Medical Clinic, Greenview Medical Foundation, and Greenview Medical Institute.*

#### Health Education Writer, March 2022 – present

* Coordinated and developed patient education materials and web content for Catholic Health Services and various Greenview Medical clinics.
* Collaborated with physicians and other clinical professionals to create strategy for delivering high-quality patient education programs using needs assessment tools.
* Compiled, wrote, and edited patient education materials with internal clinical experts in bariatric surgery, eating disorders, and pediatric obesity.

#### Developmental Editor, International Diabetes Center, February 2021 – March 2022

* Planned and developed high-quality diabetes education publications.
* Effectively led project development teams by creating and nurturing a strong team atmosphere with clinical partners.
* Communicated complex health and scientific concepts to patients written at a fifth-grade reading level or below.

### Pinehurst Foundation, Tampa, FL June 2015 – February 2021

Pinehurst is a private alcohol and drug addiction treatment center. The Publications division provides research-based educational materials to professionals and clients.

#### Acquisitions Editor/Video Producer, April 2018 – February 2021

* Acquired, developed, and edited research-based curricula pertaining to substance abuse/dependence in a treatment center, health care, and criminal justice setting.
* Played a leading role in developing a publishing strategy and ensuring the publication of curricula to meet a $5 million net revenue goal.
* Completed profit and loss statements and consistently met budget requirements.
* Regularly reviewed research- and evidence-based practices in the areas of criminal justice and chemical dependency treatment.
* Hired and supervised freelance writers, editors, and video production companies.
* Actively pursued project acquisitions at national/international conferences.
* Worked closely with authors, marketers, and copy editors from manuscript development through publication.
* Negotiated contracts with authors, attorneys, government agencies, and literary agents.
* Handled all managerial tasks in addition to regular job duties during supervisor’s nine-month leave of absence.

#### Acquisitions Editor, Healthful Living, June 2015 – April 2018

* Acquired, developed, and edited self-help and health care books for trade market.
* Developed and edited trade and professional books, video scripts and curricula.
* Coordinated public events for organization’s 50th anniversary celebration.
* Evaluated trade proposals for publication.
* Approved marketing copy prior to publication.

### University of Miami, Coral Gables, FL September 2012 – May 2015

#### Managing Editor, Journal of Agricultural & Food Chemistry, December 2014 – May 2015

#### Assistant to the Editor, Journal of Dental Research, December 2012 – January 2014

#### Assistant to the Director, Dental Research Institute, September 2012 – December 2012

## Education & Training

Bachelor of Arts, English, University of Miami, Coral Gables, FL

Certified Toastmaster, Toastmasters International