

Tonya-Marie Locke Howe

Writer, Researcher, Project Manager, Digital Humanist with Strong Visual Skills

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OBJECTIVE

Transition from academia to the public or private sector and use my **diverse skillset** for good. Seek work-life balance.

EDUCATION

PHD • 2005 • UNIVERSITY OF MICHIGAN, ANN ARBOR MI

Literature. Winner, Michael Erik Myatt Dissertation Award in Disability Studies. SGML reviewer, Early English Books Online. Student leader, Eighteenth-Century Studies Group. **WCBN FM radio show host.**

BA • 1997 • JAMES MADISON UNIVERSITY, HARRISONBURG VA

Double major, English & Philosophy. Honors Scholar. Pell Grant recipient. Federal work study positions in Library, Art Museum, Dining Hall, English Department. **Graduated Summa Cum Laude with Distinction.**

HUMAN SKILLS

- Written & oral communication
- Research, print-based & digital
- Analysis & lateral thinking

EXPERIENCE

EDITOR & CREATOR • 2005-2020

Editor. Digital Humanities section editor for *ABO: An Interactive Journal for Women in the Arts, 1660-1830* (peer-reviewed, open access, indexed by MLAIB and DOAJ, ISSN: 2157-7129). Identify, solicit, and shepherd submitted articles through the editorial process to publication, revision, or rejection. Early career manuscript editor for Dr. Amaney Jamal, Princeton University (2005-2009).

Marketing coordinator and developer. Develop print, digital, and video advertising materials for over 30 events and university purposes (sample work available at <http://cerosia.org>). Set up multiple social media accounts and manage all digital and print messaging for university department (2012-2020).

Web content manager and designer. Develop front and back end of website for nonprofit advocacy group *Virginia Humanities Conference* (2013-2020), including PayPal integration and electronic data collection. Maintain and develop department websites using Kentico and WordPress (2008-2020). Liaise with XQL, XLST, and Javascript developer on federal grant project, communicating between academics, students, and technologists. Help design and implement recommendations (2017-2020).

Co-producer and dramaturg, *How to Give Birth to a Rabbit: The Musical* (2016 Capital Fringe Festival).

RESEARCHER & WRITER • 2006-2020

Maintain an active scholarly and public research agenda in film studies, eighteenth-century literature and culture, scholarship of teaching and learning, digital humanities. Special experience in XML database design and reviewing scholarly database applications. Cross-institutional collaboration to prepare, submit, implement, and manage a \$73k federal grant, resulting in proof-of-concept classroom-sourced open-access digital anthology *Literature in Context*. Most recent publication: “Non-Fatal Inquiry: *Love in Excess*, Print, and the Internet Age,” published in *Approaches to Teaching Eliza Haywood*, ed. by Tiffany Potter (2020, MLA); sample public essay, “*Open Anthologies and the Eighteenth-Century Reader*” (2016, *Eighteenth-Century Common*). **Local, regional, national, and international professional presentation and workshop**

- Deep digital literacy
- Organization
- Data collection, assessment
- Designing public stories
- Managing decision-making groups
- Learning by observation
- Reading quickly & carefully
- Summarizing complex material
- Information-sharing

TECHNOLOGICAL SKILLS

- WordPress, BePress
- Adobe Creative Suite
- Google Suite MS Office, OpenOffice
- XML, SGML, HTML, CSS, Oxygen
- GitHub
- General video & audio production
- Managing multiple social media platforms
- Familiarity with universal design and open licensing
- Kentico CMS, Canvas CMS, Blackboard
- Basic WAMP server management (localhost)
- General database design, eXist-db
- Zotero, Refworks, Endnote
- Omeka, Omeka S
- Google Analytics

SAMPLE PROJECTS

- [*Literature in Context: An Open Anthology of Literature*](#)
- [*ABO: Interactive Journal for Women in the Arts, 1640-1830*](#)
- [*Virginia Humanities Conference*](#)

leadership; record of web and print publication; history of successful internal and external organization grant funding.

EDUCATOR, PROFESSOR OF LITERATURE •
MARYMOUNT UNIVERSITY, ARLINGTON VA •
2006-2020

Design, implement, and assess courses and projects in college-level writing, research, and textual analysis. Manage student concerns, direct student success toward graduation, evaluate and mentor written and digital work both individually and in large and small groups. Develop and lead international Spring Break co-curricular trips. Instructor of record for over 15 different course subjects and 1560 students. *Winner, 2019 Virginia Foundation for Independent Colleges H. Hiter Harris III Excellence in Instructional Technology award.*

TEAM LEADER, MARYMOUNT UNIVERSITY,
ARLINGTON VA • 2018-2020

As current chair of the Department of Literature and Languages: Lead a team of 12 full-time and 7+ part-time faculty. Schedule and staff 100+classes per year. Support faculty research and grant-seeking activities. Call and lead monthly department meetings. Ensure completion of academic degree requirements for students. Conduct annual assessment of student learning and program outcomes, revising the curriculum in data-driven ways. Work with colleagues to search for and hire new full-time and part-time faculty. Mentor new faculty, evaluate annual self-assessments, monitor student evaluations. Oversee 7-year program review. Edit and update catalog and official website regularly. Organize and advertise events, develop outreach for enrollment and profile-building, manage alumni contact lists. Manage multiple social media accounts, online newsletter, and all program advertising. Hire, mentor, supervise, and evaluate federal work-study students and graduate student research assistants. Liaise regularly with Dean and participate fully in the governance structure of the institution. *Created a new degree program in Digital Writing and Narrative Design. Directed the Graduate Program in English and Humanities (2011-2014), and reoriented the program to create an identity around public humanities.*

TECHNICAL WRITER & ADMINISTRATIVE
ASSISTANT • INTERFACE VIDEO, WASHINGTON
DC • 1997-1998

Wrote user and technical manuals for house-developed post production software. General office work. *Ad hoc tech support.*

** References upon request.*