

Tracy Jane Gregory, MFA
Writer, Editor, Artist, Event Coordinator
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EDUCATION

M.F.A. in Creative Writing and Poetics, University of Washington Bothell | June 2016
B.A. in English - Emphasis in Creative Writing, *Magna Cum Laude*, San Francisco
State University | Dec. 2013

THESIS

Assistant Professors Amaranth Borsuk and Sarah Dowling, Interdisciplinary Arts and
Sciences, University of Washington Bothell

Creative: “Helene”

Poetics: “Writing Abuse, Shame, and Death: A Poetics of Spirit within the Failing Body”

SCHOLARSHIPS

University of Washington Banner Bank Scholarship | Winter/Spring 2016
San Francisco State University Study Abroad Scholarship | Spring 2012

EMPLOYMENT EXPERIENCE

City College of San Francisco – School Aide III San Francisco, CA | Aug ’17-Present

- Tutor students with reading and writing assignments, both one-on-one and small group tutoring
- Coach students in accelerated English courses to manage their writing process
- Assist students in developing independent proofreading skills and reinforcing study skills, such as annotation, note-taking and time management
- Attend writing and reading classes, assisting instructors with classroom activities
- Meet with instructors to discuss student progress, assignments, and expectations

University of Washington Bothell Writing and Communication Center (WaCC) – Lead Consultant & Events Manager Bothell, WA | June ’16-Nov. ’16

- Supervised, trained, and mentored (6) peer consultants working night shifts on tutoring methods, pedagogy, and administrative tasks
- Tutored undergraduate, graduate, and alumni students one-on-one and in groups, assisting with academic writing, reading comprehension, and English grammar in all areas of study

- Conducted and assisted with in-classroom group tutoring, peer-revision, workshops, and presentations
- Assisted in facilitating staff meetings, researching topics, preparing materials, activities, and presentations, and leading group discussion
- Managed all outreach events, including the quarterly open mic and academic assistance workshops, conducting event planning, delegating tasks to Events team, and assisting in leading events

University of Washington Bothell Writing and Communication Center (WaCC) –
Peer Consultant & Events Manager Bothell, WA | Sept. '14-June'16

- Tutored undergraduate, graduate, and alumni students one-on-one and in groups, assisting with academic writing, reading comprehension, and English grammar in all areas of study
- Conducted and assisted with in-classroom group tutoring, peer-revision, workshops, and presentations
- Attended weekly staff meetings, participating in training activities and discussions
- Managed all outreach events, including the quarterly open mic and academic assistance workshops, conducting event planning, delegating tasks to Events team, and assisting in leading events

National Technical Systems – International Approvals Administrative Coordinator
Fremont, CA | Jan. '14-Sept. '14

- Managed International Approvals projects for client product certification worldwide
- Facilitated client/team meetings to ensure time and cost efficient project goals
- Tracked project status, providing updates to clients, engineers, and department managers
- Facilitated IA international shipping, handling, and receiving
- Wrote departmental marketing copy for company website and newsletter

National Technical Systems – Administrative Assistant Fremont, CA | Sept. '13-Jan. '14

- Assisted Project Management team and International Approvals department with data entry, record management, and clerical tasks
- Assisted with opening, closing, and updating jobs in job tracking software
- Maintained and organized digital and physical records and developed record management systems
- Tracked project status, providing updates to clients, engineers, and department managers
- Researched, compiled, and presented information on certification standards

FREELANCE PROJECTS

Ahmed Aided – Editor | July '17-Present

- Provide editorial guidance on author's manuscript (MS), giving feedback on content, writing style, and consistency
- Consult with author to collaboratively resolve MS issues
- Copyedit, proofread, and rewrite sections of MS

Basil Miller – *Editor & Marketing Assistant* | June '16-Present

- Provide editorial guidance on author's manuscript (MS), giving feedback on content, writing style, and consistency
- Consult with author to collaboratively resolve MS issues and develop print design
- Copyedit, proofread, and rewrite sections of MS
- Assist with book promotion, posting on social media, researching book review and interview venues, and coordinating book signings and events

Kim Sharp – *Editor & Social Media Assistant* | June '16-Sept. '16

- Assisted in developing and promoting Kickstarter Campaign for book launch, writing and editing project information and video content
- Wrote, edited, and proofread social media posts, such as blogs, Kickstarter Campaign updates, and Twitter and Facebook posts
- Researched and compiled information on venues, websites, contacts, and organizations to ask for donations

Klainer Holdings LLC – *Copyeditor* | Feb '16- Mar. '16

- Copyedited Pam Klainer's Memoir, *Good Daughter, Good Mother*

QUEEN Magazine – *Copyeditor & Writer* | Sept. '15-Nov. '15

- Copyedited articles and Letter to the Editor
- Interviewed cover girl and co-wrote cover story
- Wrote contributor biographies and blurbs

ADDITIONAL EDITORIAL EXPERIENCE

Editor, Community Relations Manager, and Board Member (with Travis Sharp, Laura Burgher, and Sarah Baker), Letter [r] Press. www.smallportionsjournal.com | Oct. 2014-Present

Editor (with Laura Burgher, Jeanine Walker, and Erin Langner), *No One Except the Hundred-Handed Trees: WITS Student Poetry & Prose 2014-2015* | Mar.-June 2015

SERVICE EXPERIENCE

Intern, City Lights Publishers. www.citylights.com/publishing | Aug. 2017-Present

Founding Organizer, Small Po_tion Reading Series, Letter [r] Press | Mar. 2016-Present

Event Volunteer, Seattle Arts and Lectures. | Aug. 2015-Nov. 2016

Intern, Wave Books. www.wavepoetry.com | Sept. 2015-Aug. 2016

Founding Organizer, WaCC Open Mic Series, UWB Writing and Communication Center | Dec. 2014-June 2016

Student Ambassador, UWB MFA Creative Writing and Poetics Program. | Sept. 2015-June 2016)

Intern, Writers in the Schools - Seattle/Seattle Arts and Lectures. | Feb. 2015-Aug. 2015)

PRESENTATIONS

EXHIBITIONS

Harboring Darrell: a three-part installation

June 2016 Between Forms: Collaborating with the Mysteries of Language. Hosted by Danielle Vogel. Seattle, WA

Poetry Dispensary Machine (with Laura Burgher and Kat Seidemann)

May 2016 Archaeologies of the Extraordinary Everyday. Hosted by Anne Marie Grgich at Black Lab Gallery. Everett, WA

A Dream of the Street (Street Corner is Always There for Me) (with Laura Burgher)

Aug. 2015 Poems for the Street Corner, curated by Ted Hiebert and Kat Siedemann. TK Art of the City Street Fest. Seattle, WA

RECENT POETRY READINGS & PERFORMANCES

WaCC Open Mic – *Featured Reader*. Bothell, WA | Nov. 2016

Margin Shift. Seattle, WA | June 2016

UWB Spring Festival. Bothell, WA | June 2016

WaCC Open Mic. Bothell, WA | May 2016

WaCC Open Mic. Bothell, WA | Feb. 2016

WaCC Open Mic. Bothell, WA | Oct. 2015

Exhibit D: curiosity | as | art, hosted by aether inK. Seattle, WA | July 2015

WaCC Open Mic | May 2015

WaCC Open Mic | Feb. 2015

Exhibit B: 1000 Words | as | 1 Image, hosted by aether inK. Seattle, WA | Jan. 2015

CONFERENCES

"At the Center of Writing Communities: Promoting Student Expression through Outreach Services," Pacific Northwest Writing Center Conference, Spokane, WA. | Oct. 2015

WORKSHOPS

"Writing Strategies" (with Erik Echols), UWB Writing and Communication Center, Bothell, WA | Nov. 2015

"Coming Out Day Writing Workshop" (with Emmett Scout), University of Washington Bothell, Bothell, WA | Oct. 2015

“Welcome Week Workshop: Starting Strong” (with Laura Burgher), UWB Writing and Communication Center, Bothell, WA | Sept. 2015

“Welcome Week Workshop: Reading Strategies” (with Laura Burgher), UWB Writing and Communication Center, Bothell, WA | Sept. 2015

“Understanding Literature Reviews” (with Kim Sharp and Laura Burgher), UWB Writing and Communication Center, Bothell, WA | Oct. 2014

PUBLICATIONS

Articles

“Alaska: Girl, Boy, and Neither,” *QUEEN Magazine* | 2015

Creative Non-Fiction

“Mother-Daughter Bonding: An Exploration of Stupid” (a collaboration with Susan Gregory), *They Said: A Multi-Genre Anthology of Contemporary Collaborative Writing* by Black Lawrence Press | forthcoming, 2018

Poems

“Burying Rosemary” *Washington’s Best Emerging Poets* by Z Publishing | forthcoming, 2018

“So what if I’m possessed?” [*Clamor UWB Literary & Arts Journal*](#) | 2017

“one time i drank two beers,” [*Clamor UWB Literary & Arts Journal*](#) | 2015

“A Poem for My Mother,” [*Clamor UWB Literary & Arts Journal*](#) | 2015

“Lexicon of R's,” *Transfer Magazine* | 2012

Mixed Media

“beautiful and ugly (for Deborah),” [*Clamor UWB Literary & Arts Journal*](#) | 2017

“Exercise 3: Possessor-Possessee Relationship Flowchart,” [*A Bad Penny Review, Issue 7.1*](#) | 2017

“Exercise 4: Being selective with the proprietors of your will,” [*A Bad Penny Review, Issue 7.1*](#) | 2017

“For Mercy,” [*Best American Experimental Writing*](#) | 2015

“Famine,” [*Clamor UWB Literary & Arts Journal*](#) | 2015