

# Tenzing Briggs

617.991.7624 | [tjbriggs@ualr.edu](mailto:tjbriggs@ualr.edu) | [www.linkedin.com/in/tenzing-briggs](http://www.linkedin.com/in/tenzing-briggs) | [nuscimagazine.com/author/tenzing-briggs](http://nuscimagazine.com/author/tenzing-briggs)

## Experience

<b>Graduate Assistant Editor, Writer, and Outreach Officer</b> <i>UA Little Rock's COSMOS Research Center</i>	May 2023 – Present Little Rock, AR
<ul style="list-style-type: none"><li>• Edited papers written by COSMOS researchers for grammar, formatting, and individual conference and journal styles</li><li>• Wrote articles for COSMOS website/newsletter</li><li>• Managed a small team of writers and graphic designers for newsletter</li></ul>	
<b>Copyeditor/Proofreader Intern</b> <i>UA Little Rock English Department, Dr. Heather Hummel</i>	June 2024 – September 2024 Little Rock, AR
<ul style="list-style-type: none"><li>• Copyedited second edition draft of <i>Short-Form Creative Writing: A Writer's Guide and Anthology</i></li></ul>	
<b>Editor and Designer</b> <i>UA Little Rock Nonfiction Journal, Quills &amp; Pixels</i>	Sept 2023 – April 2024 Little Rock, AR
<ul style="list-style-type: none"><li>• Discussed submission approvals with other editors</li><li>• Reviewed and edited submissions</li><li>• Designed annual journal using Adobe InDesign</li></ul>	
<b>Graduate Assistant for WordPress Website Upkeep</b> <i>UA Little Rock Faculty Senate</i>	Sept 2022 – May 2023 Little Rock, AR
<ul style="list-style-type: none"><li>• Managed Faculty Senate webpage</li><li>• Prepared policy updates for non-Senate website managers</li><li>• Archived Senate meeting documents and legislation</li></ul>	
<b>Magazine Writer and Editor</b> <i>Northeastern University, NU Sci Magazine</i>	Sept 2021 – May 2022 Boston, MA
<ul style="list-style-type: none"><li>• Wrote content for magazine's science articles</li><li>• Edited student submissions</li></ul>	

## Education

<b>MA, Professional and Technical Writing, Editing and Publishing concentration</b> <i>University of Arkansas at Little Rock (UA Little Rock)</i>	May 2025 Little Rock, AR
<b>BA, English</b> <i>Northeastern University (NU)</i>	May 2022 Boston, MA

## Awards and Scholarships

UA Little Rock Student Writing Award (Technical and Business Writing Category) for Katog Choling Style Guide	2023	NU Dean's List	2020 – 2022
		NU University Honors Program	2017 – 2022
UA Little Rock Albers Quality Writing Scholarship	2023	National Merit Finalist	2017

## Skills

**Computer:** Microsoft Word, Excel, PowerPoint; Adobe Photoshop, InDesign certification; Google Documents, Spreadsheets;