

Tom Bensman
Writer/Editor/Instructional Designer

Contact through:
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SPECIALIZATIONS: **Educational writing and editing—math, science, general**

EDUCATION: **B.S. Education**, Ohio State University, 1982
Major studies: education, biology, English, math

EXPERIENCE **Freelance Writer/Editor/Curriculum Developer**, October '94 to present
On projects ranging from middle school and high school science activity guides to online algebra curriculum to journal articles and books on various topics, I have served as the primary writer and/or editor, responsible for fact-checking and ensuring correct grammar, spelling, punctuation, syntax, consistency of style, etc.

Curriculum Developer/Technical Editor/Trainer, Alpha-Gamma Technologies, Raleigh, NC, October '01 to August '06
Responsibilities included developing and presenting seminars and training materials for the EPA; planning and coordinating national conferences; organizing and convening workgroups of technical experts; and providing grammatical edits and QC checks on all materials developed. Tasks included the design and editing of online guidance documents and training materials.

7th/8th Grade Teacher, Emerson Waldorf School, Chapel Hill, NC, August '96 to June '97
As the lead classroom teacher, I taught all core subjects including introductory geometry and pre-algebra, for which I created most of my own materials. I also designed most of the science units and activities used in the study of the physics of motion and simple machines, optics, weather, and basic electromagnetism.

Math Editor and Quality Control Consultant, Prentice-Hall, Upper Saddle River, NJ, April '96 to March '97
On this project, I edited a series of basic and intermediate algebra texts for grammatical correctness and clarity; also beta-tested algorithms on the CD-ROM version of the texts for accuracy and proper screen display.

Curriculum Developer/Task Manager, Research and Evaluation Associates, Chapel Hill, NC, September '93 to September '94

This work required close interaction with the Project Officer, consultants, and fellow staff on the design and generation of EPA training materials. As the Project Team Leader, I was responsible for coordinating the work of 7 editors, graphic artists, and publication specialists and for performing QC checks on all deliverables.

Scientific Editor, Research and Evaluation Associates, April '92 to September '93

I provided editing and writing support for various EPA courses within the Air Pollution Training Institute; interacted with authors and other team members and worked with tight deadlines on multiple courses in various stages of development. I also researched and wrote a self-instructional course titled Introduction to Environmental Toxicology.

Editor/Writer/Instructional Designer, Health Sciences Consortium, Chapel Hill, NC, August '87 to April '92

In this position, I evaluated pharmacy CE manuscripts for readability, cohesion, and educational merit; edited and proofed projects from beginning to end; and coordinated with authors, graphic artists, and other project members to ensure that the materials we developed met the clients' needs. Tasks also involved the production of both marketing and training materials for health topics ranging from asthma to diabetes as well as the anatomy/physiology of the respiratory system, the digestive tract, etc.

High School Science Teacher, Clinton-Massie High School, Clinton County, OH, August '84 to June '85

In this temporary, 1-year position I taught both classroom and lab sessions of all freshman and sophomore science subjects, including biology, physical science, and general science.

REFERENCES:

Available upon request (feel free to specify a target area or a specific skill of interest)