

Betty Andrews, Writer and Editor
Betty Andrews Writing Services
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Education

- Bachelor of Arts, English, Keene State College, Keene, NH.
- Associate Degree in Science, Becker College, Worcester, MA.

Related Training

Keene State College courses in news, expository, technical, and creative writing. Workshops and seminars on proofreading, editing, technical writing, newsletter writing, grant writing, research for writers, developing training materials, printing/prepress, communication skills, critical thinking, project management, social media, and marketing. Continuing education in facets of public relations.

Trained in speechwriting by Joan Detz, internationally recognized coach of speakers and speechwriters. At Northeast Delta Dental, wrote 50 speeches for myself while developing speaking and leadership skills in Toastmasters, and twice as many for a corporate executive.

Experience

Since 2013: Own and operate Betty Andrews Writing Services, a freelance writing business focused on helping businesses increase their visibility and credibility by writing messages that are clear, concise, and accurate.

From 1998 to 2013: Worked at Northeast Delta Dental in Concord, NH, in the department of the marketing division that handled its public relations. Writing projects for which I was responsible included: annual reports, newsletters, brief magazine articles and business profiles, oral health and marketing brochures, advertisements, news releases, award applications, speeches, and content for the corporate website and social media postings. Company-side, frequently called upon for editing and proofreading support.

From 1982 to 1997: Worked as executive secretary for several organizations that valued strong writing skills and found that clear, accurate writing represented them well. For example, for one manufacturer, wrote over 70 unique job descriptions needed for ISO certification.

Affiliations

- BNI (Business Network International).
- Sigma Tau Delta International English Honor Society.
- New Hampshire Writers' Project.
- Ladies Charitable Society of Keene.
- Friends of the Keene Library.
- Individual and Business Champion, Healthy Monadnock.

Leadership/Volunteerism

- Secretary/Treasurer, Elm City BNI (March 2016 – September 2017).
- Volunteer at the bi-annual used book sales, Keene Public Library.
- Treasurer, Friends of the Josiah Carpenter Library, Pittsfield, NH (2006 – 2009).
- Trustee of the Board of New Hampshire Writers' Project (2007 – 2008).
- Membership Chair, Yankee Chapter, PRSA (2003 – 2005).
- Charter member of Horseshoe Pond Toastmasters; served as V.P. of Public Relations, V.P. of Membership, and Treasurer, during an 11-year period.

For more information and writing samples, visit betty-andrews.com.