

# KELLER NORTHCUTT

## PROFESSIONAL SKILLS

Professional writing and editing  
Copywriting  
Community engagement  
Volunteer management  
Project management  
Marketing and outreach  
Graphic design  
Digital marketing and SEO  
Curriculum development

## PERSONAL SKILLS

Reliable  
Professional  
Collaborative  
Organized  
Self-directed  
Respectful  
Motivated

## EDUCATION

### MASTERS OF ENVIRONMENTAL MANAGEMENT

Portland State University  
2014-2016

### BACHELOR OF ARTS IN ENVIRONMENTAL ETHICS AND POLICY; MINOR IN NATIVE AMERICAN STUDIES

University of Portland  
2007-2011 | Magna Cum Laude

## CONTACT

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## ABOUT

I am a highly self-motivated writer and editor with a desire to exceed expectations. I work with small business owners, digital agencies, nonprofits, and venture firms to create engaging and productive communication materials.

## WORK EXPERIENCE

### FREELANCE WRITER AND EDITOR

Jan 2019 - Present

- Write copy, articles, blogs, profiles, case studies, newsletters, and more
- Have a diverse client base and complete projects thoroughly and on-time

### COMMUNICATIONS AND ENGAGEMENT COORDINATOR

Mountain Studies Institute | June 2020 - July 2021 | Durango, Colorado

- Planned and executed communication and development campaigns
- Wrote grants, annual reports, press releases and project updates

### EXECUTIVE DIRECTOR

Routt County Riders | Apr 2016 - June 2019 | Steamboat Springs, Colorado

- Oversaw all employees, programs, and strategic plan of the organization
- Developed partnerships with local, state and federal agencies
- Wrote grants, created a community stakeholder roundtable, and designed successful marketing campaigns

### SCIENCE TEACHER AND OUTDOOR PROGRAM COORDINATOR

Steamboat Mountain School | Oct 2016 - May 2019 | Steamboat Springs, Colorado

- Taught Biology and AP Environmental Science to grades 11-12
- Planned and led outdoor trips such as backpacking, ice climbing, canyoneering, mountain biking and backcountry skiing

## EXTRAS

Evergreen Strength | Trainer and Coach (Present) | Bellingham, WA

Catacombs Fitness Collective | Coach (2021-2022) | Durango, CO

Rainbow Youth Center | Board Member (2020-2021) | Durango, CO

Rocky Mountain Youth Corps | Board Member (2016-2019) | Steamboat, CO

Central Oregon Trail Alliance | Volunteer (2016-2017) | Bend, OR

Northwest Earth Institute | Copywriting Intern (2016) | Portland, OR

Bend Endurance Academy | Youth Mountain Bike Coach (2015) | Bend, OR

Oregon Natural Desert Association | Intern (2014) | Bend, OR