

# TESNI FREED

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## Education

**Master of Arts in Professional Writing**  
New England College, Henniker, NH

Graduated, March 2015  
GPA: 4.0

**Bachelor of Arts in Music and Biblical Studies**  
Geneva College, Beaver Falls, PA

Graduated, May 2008  
GPA: 3.7

## Experience

**Staff Writer**  
**Leader in Worship**

Orchard Christian Fellowship, Londonderry, NH

July 2017 – Present  
September 2015 – Present

- Writes, or edits diverse submissions, with a consistent voice for regular devotional emails and posts.
- Researches and fact-checks information to ensure accuracy, provide resources, and boost creativity.
- Connects themes and language from Sunday services with devotional writings and song selections.
- Manages all administrative tasks and communications for the music ministry among various teams.

**Development Associate**

New Hampshire Association for the Blind, Concord, NH

May 2015 – December 2016

- Served as primary staff writer and editor for all printed materials and digital marketing endeavors.
- Conducted grant research, wrote and edited grant applications, and prepared final grant proposals.
- Interviewed clients for testimonial stories to create compelling appeal and cultivation documents.
- Facilitated production of newsletters, annual reports, and other written and electronic materials.

**Communications Coordinator**  
**Freelance Writer and Consultant**

Dr. Woods Hearing Center, Nashua, NH

January 2014 – November 2014

February 2013 – April 2013

- Developed print and digital marketing strategies and managed all company social media accounts.
- Composed and edited articles, press releases, ads, presentations, mailings, brochures, and forms.
- Proofread medical reports, letters to physicians and clients, as well as other outgoing information.

**Communications Coordinator**  
**Administrative Assistant**

Next Step Bionics & Prosthetics, Inc., Manchester, NH

January 2013 – January 2014

October 2008 – January 2013

- Facilitated a total website redesign and contributed to its content development and management.
- Coordinated team marketing efforts and maintained social media pages in keeping with the brand.
- Drafted and revised letters, speeches, presentations, press materials, newsletters, and office forms.
- Directed the clinical note system, handled confidential documents, and prepared meeting minutes.