



BAREFOOT TEACHER

CURRENT AND PAST PROJECTS (updated June 2015)

Editing and proofreading *On Campus* newsletter – issue 1 (UWC, 2015).

Editing and proofreading of alumni newsletter – issue 13 (UWC alumni office, 2015).

Copywriting and research of the business case for the Alumni Travel Programme (UWC alumni office, 2015).

Edit the Chancellor's Outstanding Alumni Award nomination form (UWC alumni office, 2015).

Edit the Alumni Travel Brochure (UWC alumni office, 2015).

Copywriting and editing of Strategic Plan 2015–2020 (Department of Economic Development and Tourism, Western Cape Government, 2015).

Editing of Annual Performance Plan 2015 (Department of Basic Education, 2015).

Editing and proofreading of 2015 *360 Perspectives Magazine* (UWC, 2015).

Editing and proofreading of alumni newsletter – issue 12 (UWC alumni office, 2015).

Editing and proofreading of alumni newsletter – issue 11 (UWC alumni office, 2015).

Editing and proofreading of sports centre redevelopment funding proposal (UWC development office, 2015).

Editing and proofreading of 1980s reunion project report (UWC alumni office, 2014).

Researching, copywriting, editing and proofreading of medical centre funding proposal (UWC development office, 2014).

Research and writing of *Policy Framework for National Museums* (Department of Arts & Culture, 2014).

Editing of *Student Development & Support News* newsletter – issue 3 (Amazon Media for UWC, 2014).

Editing and production of Niveus corporate social investment report (Niveus Investments Limited, 2014)

Editing of *Education For All 2014 Country Report* (Department of Basic Education, 2014).

Copywriting and editing funding applications (Beyond Expectation Environmental Project, 2014).

Editing and proofreading *On Campus* newsletter – issue 5 (UWC, 2014).

Editing and proofreading *On Campus* newsletter – issue 4 (UWC, 2014).

Editing and proofreading *On Campus* newsletter – issue 3 (UWC, 2014).

Editing and proofreading of master's thesis (C. Houston, UWC student, 2014).

Researching, copywriting, editing and proofreading of 1980s reunion commemorative book (UWC alumni office, 2014).

Editing and proofreading of alumni newsletter – issue 10 (UWC alumni office, 2014).

Editing and proofreading of the Chancellor's Alumni Awards Booklet (UWC, 2014)

Copywriting, editing and proofreading of South African Community Grantmakers Leadership Forum 2014 annual report (2014).

Editing and proofreading of guide to sequestration (Amazon Media, for SA Board for Sheriffs, 2014).

Editing and proofreading of alumni newsletter – issue 9 (UWC alumni office, 2014).

Copywriting and editing funding applications and donor research (Beyond Expectation Environmental Project, 2014).

Copywriting and research of funding proposal (UWC alumni office, 2014).

Editing, proofreading and production of Institutional Advancement 2014 annual report (UWC, 2014).

Editing and proofreading of alumni newsletter – issue 8 (UWC alumni office, 2014).

Editing and proofreading of 2014 *360 Perspectives Magazine* (UWC, 2014).

Editing correspondence, invitations and website copy (UWC alumni office, 2014).

Researching and copywriting of funding proposal (Beyond Expectation Environmental Project, 2014).

Editing of 2013 *General Household Survey Report* (Department of Basic Education, 2014).

Editing of *Annual Performance Plan 2014-2015* (Department of Basic Education, 2014).

Editing and proofreading of alumni newsletter – issue 7 (UWC alumni office, 2014).

Editing of Premier's *Advancement of Youth Project Report* (WC Premier's Office, 2014).

Editing and proofreading of book, *Stained for a Season* (private commission, 2014).

Editing and proofreading of 2013 *360 Perspectives magazine* (UWC, 2013).

Editing and proofreading of PhD dissertation (A. Bayat, University of Stellenbosch student, 2013).

Editing and proofreading of journal article (A Bayat, UWC, 2013).

Editing of National Development Agency ICT Policy (NDA, 2013).

Editing of *Education For All 2013 Country Report* (Department of Basic Education, 2013).

Research, writing, editing and proofreading of book, *Mondlo Township Forced removals* (Institute for Justice and Reconciliation, 2013).

Editing, proofreading and production of *Eastern Cape Educational Trust Annual Report 2012-2013* (ECET, 2013).

Editing of *Jazzart Annual Report 2012-2013* (Jazzart, 2013).

Editing of DBE Annual Report 2012-2013 (Department of Basic Education, 2013).

Copywriting and research of media article (Angus Gillis Foundation, 2013).

Copywriting and research of funding proposal (African Scholars' Fund, 2013).

Editing and proofreading of PhD research (T. Combrink, University of Stellenbosch student, 2013).

Copywriting and research of funding proposals (Beyond Expectation Environmental Project, 2013).

Editing and proofreading of promotional material (Amazon Media, for SA Board for Sheriffs, 2013).

Copywriting and research of funding proposal (UWC, 2013).

Copywriting and editing of UWC promotional material (UWC, 2013).

Copywriting and editing of UWC alumni website (UWC, 2013).

Rewriting, editing and proofreading of alumni newsletter, four issues (UWC, 2013).

Editing of DBE *Annual Performance Plan 2013-2014* (Department of Basic Education, 2013).

Copywriting and research of funding proposal and donor research (Concept Literacy Project, 2012).

Copywriting of book, *Wonderful Waste* (Early Learning Resource Unit, 2012).

Copywriting of book, *Connecting to Nature* (Early Learning Resource Unit, 2012).

Copywriting and research of funding proposals (Amy Biehl Foundation, 2012).

Editing and proofreading of Shadow Report on Safety Information (Western Cape Department of Community Safety, 2012).

Editing and proofreading of Needs Analysis report (Amazon Media, for Jubelie PM, 2012).

Editing, proofreading and production of *Critical Reflections on Heritage* book & CD (National Heritage Council, 2012).

Copywriting and editing of UWC Alumni website (UWC, 2012).

Copywriting and research of publications review (Angus Gillis Foundation, 2012).

Editing and proofreading of *Sheriffs' Guidebook* (Amazon Media, for SA Board for Sheriffs, 2012).

Editing and proofreading of approximately 150 publishers' screening reports (DBE, 2012).

Copywriting and rewriting various promotional materials (UWC Alumni Office, 2012).

Rewriting, editing and proofreading of alumni newsletter, three issues (UWC, 2012).

Editing and proofreading of journal article (A Bayat, UWC, 2012).

Copywriting and research of funding proposals (Step Up 4 Life Trust, 2012).

Copywriting and research of position paper (Ubuntu Institute, 2012).

Editing and proofreading of *Annual Performance Plan 2012-13* (Western Cape Department of Environmental Affairs and Development Planning, 2012).

Rewriting, editing and proofreading of *Building Blocks of Democracy, Potchefstroom* book (Institute for Justice and Reconciliation, 2011).

Editing and proofreading of DBE *National Certificate Results 2011 Technical Report* (Department of Basic Education, 2011).

Copywriting and research of funding proposal (The Parent Centre, 2011).

Editing and proofreading of PhD dissertation (F. Bassadien, University of Cape Town GSB student, 2011).

Copywriting and research of funding proposal (Hope House, 2011).

Copywriting and research of funding proposals (Perinatal Mental Health Project, UCT, 2011).

Copywriting and research of funding proposal (Grassroots Educare Trust, 2011).

Copywriting and research of funding proposals (Step Up 4 Life Trust, 2011).

Editing and proofreading of DBE *Annual Report 2010-2011* (Department of Basic Education, 2011).

Editing and proofreading of PhD proposal (T. Combrink, University of Stellenbosch student, 2011).

Editing and proofreading of DBE *Conditional Grant Report 2011* (Department of Basic Education, 2011).

Editing and proofreading of DBE *Annual Performance Report 2010-2011* (Department of Basic Education, 2011).

Editing and proofreading of DBE *Annual Performance Plan 2010-2011* (Department of Basic Education, 2011).

Editing and proofreading of DBE *Annual Performance Plan 2011-2012* (Department of Basic Education, 2011).

Rewriting, editing and proofreading of *Building Blocks of Democracy, Welkom* book (Institute for Justice and Reconciliation, 2011).

Editing and proofreading of DBE *Strategic Plan 2011-2014* (Department of Basic Education, 2011).

Copywriting and research of funding proposals (PASCAP Trust, 2011).

Editing and proofreading of brochures (UWC Alumni Department, 2011).

Editing of newsletter and reports (Step Up 4 Life Trust, 2011).

Editing and proofreading of PhD draft proposal (T. Combrink, University of Stellenbosch candidate, 2011).

Rewriting, editing and proofreading of CSBA project report and summary (UWC, 2010).

Researching, copywriting and editing of numerous funding proposals, letters of appeal and funding reports (Western Cape Primary Science Programme Trust, 2010-2011).

Editing and proofreading of Grade Four Natural Science teacher's workbook (Western Cape Primary Science Programme Trust, 2009).

Copywriting, editing and proofreading of three annual reports (Robben Island Museum, 2007-2010).

Copywriting, content development, editing and proofreading of new website (Robben Island Museum, 2009).

Copywriting and design brief for billboard advertising campaign (Robben Island Museum, 2009).

Proofreading copy for UWC annual report (02 Design, for UWC, 2009).

Copywriting and editing of copy for advertorials, brochure, signage and newsletters (Robben Island Museum, 2009).

Project audit, communication analysis of new website and intranet (national Department of Education, 2008-2009).

Editing and proofreading of project reports (Economic Policy Research Institute, 2009).

Compiling, copywriting, editing and proofreading of PAIA manual (Robben Island Museum, 2009).

Editing, proofreading and design brief of generic information brochure (Robben Island Museum, 2009).

Compiling, copywriting, editing and proofreading of PAIA manual (Iziko Museums of Cape Town, 2008).

Copywriting, editing, proofreading and project management of five annual reports (Iziko Museums of Cape Town, 2002-2007).

Editing and proofreading of over thirty Parliamentary reports (Participation Junction and Contact Trust, 2007-2008).

Copywriting, editing, proofreading and project management of corporate fortnightly e-newsletter (Iziko Museums of Cape Town, sixty issues, 2006-2008).

Copywriting, editing, proofreading and project management of quarterly education newsletter (Iziko Museums of Cape Town, 2005-2008).

Editing, proofreading and project management of quarterly event marketing brochure (Iziko Museums of Cape Town, twenty-one issues, 2003-2008).

Editing, proofreading and project management of two editions of generic information brochure (Iziko Museums of Cape Town, 2003-2008).

Content development and project management of corporate website (Iziko Museums of Cape Town, 2002-2008).

Compiling, editing and proofreading of economic literacy manual (EPRI, for ESSET, 2007).

Management of *Annals of the South African Museum* scientific journal (Iziko Museums of Cape Town, 2004-2005).

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