

# SCOTTIE HIGHLANDER

900 University Avenue, Riverside, CA 92521  
(951) 827-3631 | shighland001@ucr.edu | linkedin.com/shighlander/

## SUMMARY OF QUALIFICATIONS

- 2+ years as Staff Editor for *The Archaeological Review*.
- Trained in expository, media and academic writing.
- Developed archival system for museum film collection.

## EDUCATION

**M.F.A. Creative Writing**, University of California, Riverside

June 2016

**B.A Anthropology**, University of California, Riverside

March 2012

## SKILLS

### Writing/Editing

- Edited papers submitted for content, coherence, and language usage.
- Transferred edited copy from print to Quark and formatted material for publication.
- Completed Master's dissertation: currently synthesizing select chapters for publication.

### Research

- Designed, implemented, and interpreted six-page questionnaire.
- Developed sampling techniques including special variant of standard random sample.
- Prepared raw data for computer analysis.
- Compiled research findings and created reports.

### Organizational/Administrative

- Coordinated all aspects of four-day, international professional conference.
- Developed agenda, scheduled speakers and organized discussion groups.
- Catalogued and curated the American Indian Ethnographic Film Collection for the Lowie Museum of Anthropology.
- Scheduled and coordinated auditions and interviews for performers and technical staff for commercial and industrial film projects.
- Evaluated and contacted prospective clients and talent agencies as production assistant in commercial and industrial film projects.

## WORK HISTORY

Research Assistant, Department of Creative Writing, UC Riverside

Sep. 2015 – Dec. 2015

Intern, Lowie Museum of Anthropology, Berkeley, CA

Jun. 2015 – Aug. 2015

Field Archaeologist and Lab Analyst, Cal Poly Pomona, CA

Jun. 2014 – Aug. 2014

The Archaeological Review, Los Angeles, CA

May 2012 – June 2014

Field Archaeologist and Lab Analyst, Enlene and Verberie, France

Mar. 2012 – May 2012

Collections Curator, Riverside Metropolitan Museum, CA

Jun. 2011 – Aug. 2011