

City of London - Application for Appointment to City of London Community Advisory Committees

Application

Committee you are interested in serving on: **Ecological Community Advisory Committee**

Contact Information

Name: **Susan Howard**

City: **London**

Province: **ON**

Postal Code: **N6C 2G4**

Experience and Qualifications

If you have experience on a London Advisory Committee, please provide dates and details. (max. 250 characters):

I have not previously worked on a London Community Advisory Committee.

What do you hope to contribute or learn as part of a Community Advisory Committee? (max. 250 characters):

I am interested in helping our natural ecosystems to survive the impacts of climate change and development. I would like to assist with developing sound environmental plans and policies, and my broad scientific background may be helpful to the ECAC.

How will you support the work of a Community Advisory Committee? (max. 250 characters):

I am highly experienced at evaluating data from different scientific disciplines and can contribute a scientific perspective. I am also very experienced in writing for both scientific and nonscientific audiences, which may be useful to the ECAC.

We value the contributions of Londoners with diverse experiences and welcome applications from individuals who share our commitment. Please describe how your work, community or lived experience will enhance these efforts through Community Advisory Committee work. (max. 3000 characters):

I have trained and worked in three different countries (Canada, the US, and the UK), and I have enjoyed working with people of many different cultural, ethnic, and language backgrounds. As a university professor, I trained international students and research fellows, and as a writing tutor at Western University several years ago, I coached students from every discipline and from many nationalities. Through my writing and editing business, I continue to work with national and international researchers and small businesses. These experiences have helped me to understand the value that diverse backgrounds and viewpoints bring for solving problems and charting new paths.

Please describe additional experience, training, or community involvement that will help you in your role as a Community Advisory Committee Member. (max. 250 characters):

At my former university, I actively participated in three committees. In London, I have been on finance and communications committees at my church. I have also written general interest articles for a local publication and heritage foundation.

Attach resume or other document here, if needed: **Susan Howard Resumé.pdf**

Attach more files here, if needed:

Confirmations

I declare the following: **I am at least 18 years old.; I am not a City employee or Council member.; I understand that the commitment may be up to 4 hours per month to attend meetings and prepare.; I understand that my application and any attachments will be included on a public agenda that is published on the City website.**

To help inform our outreach activities, please tell us how you heard about this opportunity:
(optional): **Word of mouth**

If you selected 'Other', please specify:

Submitted on: **4/24/2024 8:36:48 PM**

SUSAN T. HOWARD, PH.D.

Professional writer and editor with extensive experience in scientific research

SUMMARY OF QUALIFICATIONS

Professional scientific and medical writer and editor for 10 years; over 400 projects completed for clients in academic and clinical research, biotechnology, agri-tech, and non-profit organizations.

More than 18 years of experience as a medical research scientist. Author of 30 peer-reviewed scientific publications.

Over 10 years of university teaching and tutoring experience; subjects included biotechnology, microbiology, scientific writing, essay writing, laboratory techniques, and data analysis.

Extensive experience in project management, time management, and team communication.

EDUCATION

Ph.D. in Microbiology, University of Cambridge, Cambridge, UK

M.Sc. in Biology/Microbiology, University of Windsor, Windsor, ON

B.Sc. with Honours, Microbiology Track, University of Windsor, Windsor, ON

SKILLS

- Developing clear and persuasive written content
 - Data evaluation and critical analysis of consistency and logic
 - Highly proficient with Microsoft Word, Excel, PowerPoint, and literature searches
 - Keen eye for detail and consistency
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RELEVANT PROFESSIONAL EXPERIENCE

MYCOWRITE SCIENTIFIC WRITING AND EDITING, London, ON, Canada, April 2014 –

Owner and Chief Editor

- Provide expert writing and editing services on research papers, clinical reports, grant applications, abstracts, technical protocols, white papers, web content, marketing materials, and other documents.
- Content production: write content in technical style or in plain language to fit target audiences; conduct background research, plan document layout, and generate graphics; format documents.
- Content editing: proofread documents and correct errors in spelling, punctuation, grammar, and word usage; provide substantive editing to improve clarity, consistency, logic, and impact.

- Provide initial peer review and advise clients on development of manuscripts and grant applications; help clients to respond effectively to peer review critiques.
- Manage project schedules to ensure delivery in timely manner; manage client communications.

Key Accomplishments:

- Completed over 400 client projects in medical and scientific research and other fields. Helped clients to obtain over \$2 million USD in grant funding with compelling and impactful grant proposals.
- Expanded client base through successful marketing and multiple referrals.
- Developed project scheduling, invoicing, and marketing databases; developed business website using WordPress.

WESTERN UNIVERSITY, London, ON, December 2016 – April 2017

Senior Writing Counsellor, Writing Support Centre

Key Accomplishments:

- Provided one-to-one counselling to over 200 undergraduate students on grammar and essay structure; helped students develop logical arguments on topics in a variety of disciplines.
- Advised graduate students on language and structure of dissertations and manuscripts.

UNIVERSITY OF TEXAS HEALTH SCIENCE CENTER, Tyler, TX, USA, 2001 – 2013

Assistant (2001 – 2008) and Associate (2008 – 2013) Professor of Microbiology and Immunology

Key Accomplishments:

- Headed microbiology research laboratory; planned projects; managed laboratory operations; coordinated joint research studies; mentored laboratory staff and postdoctoral fellows.
- Authored multiple publications in peer-reviewed scientific journals; coordinated manuscript publication with journal editorial staff; provided peer review for more than 20 scientific journals.
- Wrote grant applications and secured over \$500,000 USD in grant funding.
- Instructor in Master's in Biotechnology program; taught critical analysis, scientific writing, biosafety, and theory and techniques in biotechnology and microbiology.
- Trained students and faculty in Biosafety Level 2 and Level 3 techniques; chaired/co-chaired biosafety committees for three years; co-wrote safety manuals.

VOLUNTEER WORK

- *Local charity, London, ON.* Wrote annual fundraising column and quarterly columns on human interest topics for charity's newspaper. Proofread final drafts of each edition; 2016 – 2024.
- *Wortley Villager Magazine, London, ON.* Wrote gardening columns, prepared images, and proofread final drafts; March – November 2021.

PROFESSIONAL ASSOCIATIONS

American Society for Microbiology; National Association of Scientific and Technical Writers

LEADERSHIP STYLE

Foster a creative working environment where colleagues can freely express ideas and concerns, while maintaining high standards of integrity, attention to detail, and safety.