

Catherine Munro

Freelance editor, writer and researcher specialising in government documents

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Freelance work 2001 – present

Wide variety of structural & copy editing, writing & research tasks completed for a range of NSW Government agencies:

- Office of Environment & Heritage (OEH)
- Environment Protection Authority (EPA)
- Department of Education & Communities (DEC)
- Community Relations Commission (CRC)

Sample of documents edited and/or redrafted:

- [Framework for Biodiversity Assessment and BioBanking Assessment Methodology](#) (OEH, 2014)
- [NSW Climate Change Fund Annual Report 2013–14](#) (OEH, 2014)
- [NSW Regional climate change snapshots](#) (OEH, 2014)
- [Guide to Integrated Regional Vulnerability Assessment for Climate Change](#) (OEH, 2013)
- [EPA Waste classification guidelines](#) (EPA, 2014)
- [Hazardous Gas Guidelines](#) (EPA, 2012)
- Literature review for an evaluation of three State Training Services Aboriginal programs (DEC, 2014)
- [Annual Community Relations Reports](#) (CRC, 2005–2013)

Adding value to the work of others

Public sector experience 1987 – 2001

Community Relations Commission (1991–2001):

- Senior policy analyst
- Head of Ministerial liaison
- Grants manager

Urban Transit Authority/Dept of Transport (1987–1991):

- HACC grants manager and policy officer
- Grants field officer
- Grants database designer

Expertise gained at the coalface

Qualifications

Accredited Editor (AE)

Australian Institute of Professional Editors

Bachelor of Science with First Class Honours

University of Sydney

Diploma in Book Editing and Publishing with Distinction

Macleay College

Bachelor of Applied Science (Computer Science)

completed one year, University of Technology Sydney

A knowledge base to draw on

More information available online: www.catherinemunro.net