

MacKenzie Blaylock

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EDUCATION

University of Kentucky

BA in Writing, Rhetoric, & Digital Studies
BA in US Culture and Business Practices

Lexington, KY

August 2023 – May 2026
Honors College, 4.0 GPA

PROFESSIONAL EXPERIENCE

Editorial Assistant

American Speech Journal

Hybrid in Lexington, KY
January 2026 – May 2026

- Copyedited academic submissions, working in a team of editors to create journal-ready papers.
- Developed preliminary material for a social media presence, presented a marketing plan, and designed posts to coordinate with organization activities.
- Authored descriptive documentation for the job position, providing a duties framework for future editorial assistants.

Resident Advisor

University of Kentucky Residence Life

Lexington, KY
August 2024 – May 2026

- Organized a multitude of administrative tasks such as scheduling individual meetings with 40 residents in addition to distributing and collecting forms as they were completed.
- Fostered a supportive community by designing events that encouraged communication and collaboration while following a budget.

Editorial Intern

The Canelands Magazine

Lexington, KY
May 2025

- Proofread submissions, checking for clarity, consistency, and correctness.
- Collaborated with peers to ensure all names, titles, and quotes were accurately formatted.

Judge Intern

Writer's Workout - Creative Writing Competition

Remote
May 2024 – August 2024

- Evaluated manuscript submissions for a creative writing competition, reviewing and scoring a total of fifteen manuscripts per week.
- Completed all duties using telework software such as Slack and Google Drive to communicate with seventy remotely-employed staff members.

RELATED EXPERIENCE

Editor-in-Chief of Writing and Communication

The Scratch Post

Lexington, KY
September 2024 – December 2025

- Established the first arts and literary journal at the University of Kentucky, creating a website, bylaws, and submission criteria.
- Hosted biweekly meetings, creating agendas to delegate tasks as needed and working with each division to develop marketing materials, judge individual pieces, and construct the journal.
- Served as the point of contact for inquiries, conflicts, and various housekeeping tasks.