



# Jill Urquhart Reed, Ph.D.

## Educator/Writer

Former academic with expertise in online learning, curriculum development, implementation and evaluation, higher education administration, teaching, coaching and market driven content creation. I am a flexible, detail-focused, results oriented creator who is passionate about education, actively seeking contract-based academic writing positions.

## Contact

### Phone

+506.8362.0549 (WhatsApp)

### Email

jillureed@pm.me

### Address

649 Woodlands Rd.  
Charlottesville, VA 22901

## Education

2010

**Doctor of Philosophy, Ed.**  
University of Virginia

2004

**Master of Education, Ed. Psych.**  
University of Virginia

1998

**Bachelors of Arts, Sociology**  
Mary Baldwin College

## Expertise

- Online Learning
- Curriculum Development
- Networking/Collabs
- Differentiation
- Teaching & Coaching
- Marketing, SEO, Content Creation

## Experience

### 2022-Current

Brisas 27 LLC | Tamarindo, Guanacaste, Costa Rica

#### Owner: Writer, Content Creator, Educator

Currently working as a part-time realtor and relocation assistant for a local boutique brokerage, and writing content for a variety of clients. Publishing books and developing online curriculum for family-based enrichment. Developing and writing content, scripts, blogposts and social media posts for multiple websites and social accounts.

### 2006-2019

George & Henry, LLC | Charlottesville, VA

#### Co-Owner, Marketing Manager

Developing and managing a small farm with an Airbnb and farmstays; managing events. Creating/managing content for Airbnb, VRBO, websites and socials.

### 2009-2012

Ron Brown Scholar Program | Charlottesville, VA

#### Assistant Director

Grant Writing (over \$135,000 over 3 years). Developing, writing and managing online leadership outreach, curriculum and marketing materials. Researching, producing, and editing two-ways and features on Alumni. Special events and professional presentations.

### 2004-2009

University of Virginia | Charlottesville, VA

#### Grant Director

Managed a \$5 million federal grant. Researching, developing, creating and managing online content and curriculum for advanced problem-based science courses and professional development. Supervised staff of 15+ graduate student assistants, curriculum contributors, web developers, and online educators. Analyzed and presented data through journal articles, professional conferences and international symposiums.

### 1998-2004

Mary Baldwin College | Staunton, VA

#### Associate Director for Admissions

Directed all admissions and financial aid processes, planned, coordinated and executed events and travel, supervised student assistant staff and student tour guides, maintained professional relationships with partnership universities and programs, presented at national conferences, served on campus-wide committees, developed and implemented admissions protocol for new graduate programs.

## References

Alexis Andres, Ph.D. Dean of Yeh College, Princeton University [aandres@princeton.edu](mailto:aandres@princeton.edu)  
Vanessa Evans, M.Ed. VP Ron Brown Scholar Program, Charlottesville [vevans@ronbrown.org](mailto:vevans@ronbrown.org)

**Publications (CV) available upon request.**