

Education

1974 - 1977

Bristol University

English BA (Hons)

References

LEAF

Jeremy Boxall, Commercial Manager; Caroline Drummond, Chief Executive

KoS Media

Ian Patel Editorial Director KoS Media

Gary Wright Editor Saturday Observer 01303 817000

Brogdale

Lady Jane Garrett, Chief Executive (garrettj@btconnect.co.uk)

Pfizer

Dr Gill Samuels CBE, Senior Director, Science Policy and Scientific Affairs (just retired)

Simon Greenstreet, Head of Internal Communications

European Commission (-2001)

Philip Lowe, Director General, DG Competition.

Tim Clarke, Head of Mission, Ethiopia

Friedrich Hamburger, Director, DG Development, 12 rue de Genève, Brussels 1160.

(e-mail contact: name.surname@cec.eu.int)

Magazines

Patricia Lamburn MBE, Editorial Director of IPC Magazines (retd),

2 Shawfield Street, London SW3

Vanessa Berridge, Editor, Country Homes and Interiors, until 1993.

Editor, The English Garden, until 2002

43 Howard Road, New Malden, Surrey

Helped to set up the Conservation Society of Sierra Leone, and raised funds and support from all the major companies and organisations.

training

Devised and ran a two week intensive course for women journalists, funded by the Overseas Development Association (now DFID).

Set up Publicity department for the British Council and trained Sierra Leoneans. Various publicity projects i e Wimbledon F C visit after their FA Cup victory.

Britain - until 1988

1986-1988

Country Homes and Interiors

Deputy Editor

Acting Editor while Editor on six months maternity leave.

Commended for increased circulation

1983-1986

London Portrait

Senior Editor, then Editor. Magazine of the Year 1986

1982-1983

Freelance Writer

Articles, profiles, features, travel (both with photographs), reviews, styling for national newspapers and magazines, including: The Sunday Times, The Sunday Telegraph, The Times, The Guardian, The Standard, Design, Creative Review, Homes and Gardens, The Director, Woman's Journal, A La Carte, Options, Honey. Member of start-up team for Riverside (Editor), a magazine subsequently bought by Associated Newspapers

1980-1982

Vogue

Sub Editor then Assistant Travel Editor

Only finalist in 1980 Talent Contest to be offered a job

1978-1980

CAP-CPP

Editor of the internal publications of a computer software house

Cameroon - January 1995 – December 1998

writing, editing, design, photography, layout and typesetting

In-house magazines for Shell and Mobil; brochure for UNICEF

Publicity brochure for new British Council teaching centre

For a design company: **copywriting and designing** a magazine, brochures and articles

Report editing and re-writing: a report for IUCN brochures

publicity material for the Mount Cameroon Project, Limbe

A4 brochure for UNDP

Editing, design, layout, typesetting and illustrations for Medicinal Plants of the Limbe

Botanic Garden, a 90pp book for visitors to the Botanic Garden.

Taxonomic manual for the Darwin Initiative

Freelance writing for magazines in the UK: London Portrait, Homes and Gardens

Translation from French

Taught children to read – with assistance from tutor.

Kenya - January 1991 - August 1994

writing, editing and design - my own company, Communique

A major international fundraising brochure for the International Centre for Research in Agroforestry (ICRAF) on Alternatives to Slash and Burn agriculture

Design, typesetting and editing of a brochure for the World Bank

Brochures for an interior design company; the ODA Non-Government Organisation programme and magazines

Writing and editing work on new version of Jex Blake: Gardening in East Africa

United Nations - writing, editing and design

Research and editing for The World Environment, for UNEP

Research, writing and design of the History of UNEP: Twenty Years after Stockholm

Editor/writer for UNCHS/Habitat for the Habitat II Conference in Istanbul

translation from French - 98% in proficiency test

journalism

Magazines and newspapers in Britain (Homes and Gardens, London Portrait, Dialogue) and in Kenya (The Standard, Executive's restaurant critic, Equatorial, Consultant Editor for Kenya Airways' magazine Msafiri). Photographs to accompany articles.

Sierra Leone - June 1988 - December 1990

writing

ghostwriter: Manhunt (Sidgwick and Jackson, February 1990).

Shell Guide to Sierra Leone. My idea, so solely responsible for design and layout, content, typesetting, collecting advertising and management of staff.

broadcasting

BBC World Service: Arts and Africa, Focus on Africa and Network Africa.

Interviews and features. Recommended by Dorothy Grenfell-Williams, head of the Africa Service until her death from cancer.

fundraising

**Went abroad in 1988 because of husband's job.
Kept up journalism and editing, and learnt new skills**

Brussels - June 1999 – December 2000

The European Commission

- Editor of *The Courier* (a 100+ page magazine about international development and collaboration published every two months in French and English and distributed to 35,000 readers in each language all over the world) for DG Development at the European Commission.
- Work involved managing a team of internal and external contributors (working languages French and English), redesign and positioning, commissioning, editing, production management, liaison with all levels from the Commissioner downwards
- Supervising and training staff journalists, all with at least a first degree
- Production of publications and a communication strategy for the NGO and Civil Society Unit of DG Development
- Editing Biodiversity Briefs for the Biodiversity in Development Project (EU/DFID/IUCN)

June 1998 – June 1999

- Writing and editing for *The Bulletin* – Brussels' weekly English-language news magazine)
- Writing speeches and articles, translating (from French), designing and producing brochures and a bi-monthly newsletter and contributing to a new communications strategy for FACE Brussels
- Editing and designing a report for IUCN
- Design and production of logo, cards, letterhead and brochure for the Biodiversity in Development project.

Britain - January - June 1998

writing and editing

Articles for magazines: interviews; interior design; architecture; gardens

(for *The English Garden*); food; environmental issues

For a design company: a magazine, brochures and articles; report editing and re-writing:
a report for IUCN

Brochures and publicity material

Britain - from January 2001

Writing, editing, marketing and design

Words Mean Business

Clients from January 2006

Renishaw Hall, Derbyshire

LEAF : Linking Environment And Farming

Busby's accountants, Tenterden

Canterbury Cathedral website

Calcutt Maclean Standen, Estate Agent

Scriptus Books

Freelance supplements editor for Kent on Sunday; contributor to Kent Life and Farm Life

Writing novel etc.

Up to December 2005

Kent on Sunday and the Kentish Observer – Features writer and editor of Horse and Country, Independent Education, Kitchens and Bathrooms and Homes and Gardens supplements. Resigned December 31 2005

Pfizer Science Policy Editor, working closely with the Senior Director of Science Policy on various projects including the Greenfield Report on Women in Science, on presentations, on articles for internal and external media, and other ad hoc projects. Design and content of internal and external brochures for Internal Communications and Community Liaison.

Journalist on Pfizer intranet newspaper at Sandwich, responsible for researching, writing and posting stories on the website.

Design and layout for fieldwork manual for **Earthwatch and Zoological Society of London.**

Interviews for **The Lady** magazine

Working for a literary agent

Other clients have included the **NHS** at Bexley and Dover (design, writing and layout of publications), **HelpAge** International (editing annual report and writing articles), **UNEP Mexico** (editing report on Forest Fires in Latin America, writing overview and design and layout of both publications), the **Food and Agriculture Organisation** of the United Nations (project brochure).

Own business: Byzantium Courses Limited

Setting up, designing and running courses on many different subjects for adults, teenagers and children at Bodiam Manor School, St Ronan's School, Cranbrook and Hole Park, Rolvenden.

Marketing, writing and website content for **Brogdale Horticultural Trust**, Faversham

Teaching features writing at University of Kent at Canterbury and at Christ Church University.

Curriculum Vitae

Sylvia Howe

Communication, editing, writing, marketing, design

Britain, Brussels, Africa

Words Mean Business, since January 2006: writing, editing, marketing, design
National and local magazines and newspapers in senior staff jobs and as a freelance

Reports for academic and government use.

Publications for international development agencies, publishers, NGOs,
public and private sector clients.

Reading and editing for a literary agent
Member of the Society of Editors and Proofreaders

Editorial work for Scriptus Books

Design and layout

Quark Xpress, on my own Apple Power Macintosh equipment.
Experience on PC
Set up Byzantium Courses Limited

Copywriting, design and marketing for this and other clients

Illustration, publicity and production

Internal communication and publications on the web and in print

Freelance **radio** reporting for the BBC World Service:
Arts and Africa, Network Africa, Focus on Africa.

Translation from French to English

Three books – fiction and non-fiction
including Gardening in East Africa
Novel, at present with London agent

Teaching

Teaching communication in Africa (at university level, funded by British Council)
and Europe (University of Kent at Canterbury, Christ Church University College)

Management skills

Old Jorrocks, Frittenden, Cranbrook, Kent TN17 2DG Telephone: 00 44 1580 852719
Mobile: 0776 457 4983
e-mail: sylviahowe@googlemail.com