

MARIKA GARLAND

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EXPERIENCE

Federal Reserve Bank of Chicago, Chicago, IL

Technical Writing Team Lead (Oct. 2022-present)

- Develop and lead new technical writing team
- Set the strategic direction for all Federal Reserve Financial Services technical documentation
- Serve as subject matter expert and primary point of contact for internal stakeholders

Technical Writer (Sept. 2020-Sept. 2022)

- Wrote and edited Federal Reserve Financial Services technical documentation and communications
- Established, maintained, and communicated editorial standards and publication procedures
- Organized and maintained master library of documents and diagrams

Senior Marketing Communications Consultant (Nov. 2018-Aug. 2020)

- Led communications announcing the FedNowSM Service in 2019 and its features in 2020
- Served as editor-in-chief of *Fed360*[®] publication; included managing junior staff
- Enhanced data strategy and distribution list generation processes for the Marketing team

Marketing Communications Professional (Feb. 2016-Oct. 2018)

- Led customer communications for FedLine[®] Solutions; included managing junior staff
- Helped develop new *Fed360* publication; served as content editor after launch
- Served as editor-in-chief of online *FedFocus*SM publication
- Led data analysis and supported communications for Central Bank programs

Associate Marketing Communications Analyst (June 2012-Jan. 2016)

- Supported communications for FedLine Solutions and Central Bank programs
- Served as editor-in-chief of online *FedFlash*[®] publication

Internal Communications Intern (June-Aug. 2010 and June-Aug. 2011)

EDUCATION

University of California, Berkeley, CA

Professional Sequence in Technical Communication, Dec. 2022

Year-long program covering grammar, technical writing, technical editing, presentations, and information design

Northwestern University, Evanston, IL

Master of Science in Communication, Aug. 2014

Kenyon College, Gambier, OH

Bachelor of Arts, May 2012

Major in Honors English with an Emphasis in Creative Writing; Minor in Mathematics

Warsaw School of Economics, Warsaw, Poland (Jan.-May 2011)

Study-abroad coursework included Polish language, literature, history, accounting, and finance

SKILLS

Computer: Microsoft Office, Interwoven TeamSite Web Content Management System, WordPress, Adobe Creative Suite, OmniGraffle, HTML, Confluence, SharePoint Online, Scaled Agile Framework (SAFe)

Foreign Language: Advanced Spanish, Beginning Polish