

ELLEN HIRZY | *Editor and Writer*

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SERVICES

Editing — Writer-editor collaboration and coaching, with the reader's needs in mind

- Developmental editing—A comprehensive assessment of content and presentation that involves reorganization, substantive revision, and writing new content
- Manuscript editing—A basic review of organization, presentation, tone, and writing mechanics
- Editorial management—Start-to-finish involvement in publishing projects

Writing — An informed, objective approach that helps organizations communicate clearly and convincingly

- Inquiry—Listening to the organization's needs, facilitating collective thinking, and suggesting approaches
- Research and interviewing—Gathering information to strengthen communication
- Writing—Expressing ideas and information in the organization's voice

PRODUCTS

Annual reports, books, planning documents, policy and position papers, professional handbooks, brochures, periodicals, conference and symposium summaries, development and fund-raising materials, education and exhibition materials, catalogues, web content.

CURRENT PROJECT HIGHLIGHTS

- For the [National Guild for Community Arts Education](#), I planned, researched, and wrote the [Community Arts Education Resource Center](#), an extensive online guide to managing a community arts education organization.
- For the [Dallas Museum of Art](#), I wrote a book with director Bonnie Pitman about the museum's commitment to ongoing audience research and new programs and practices that enhance the visitor experience (*Ignite the Power of Art*, to be published by the museum and Yale University Press, fall 2010).
- [BoardSource](#) regularly involves me as an editor on projects that require intensive collaboration with authors, including *Culture of Inquiry: Healthy Debate in the Boardroom* and *Getting the Best from Your Board: An Executive's Guide to a Successful Partnership*.
- As a research associate and writer with MEM & Associates, I worked with the Smithsonian's National Museum of Natural History to reinvigorate the volunteer program through new approaches, systems, and programs.

SELECTED WRITING PROJECTS

Dallas Museum of Art

[Ignite the Power of Art: Advancing Visitor Engagement in Museum Experiences](#)

(with Bonnie Pitman), DMA/Yale University Press, fall 2010

Annual report, 2007–2008

National Guild for Community Arts Education

[Community Arts Education Resource Center](#) (website)

Engaging Adolescents, a guide to increasing teen participation in high-quality arts education programs (in progress)

James Smithsonian Society, Office of Development, Smithsonian Institution

Contract writer, *Smithsonian Connections* (quarterly newsletter)

National Museum of Natural History/MEM & Associates

Research associate and writer, consulting project on education and outreach volunteer program

[Americans for the Arts](#)

[Annual reports](#), 2002–2007

[American Association of Museums](#)

New Forums: Art Museums and Communities (with Bonnie Pitman)

Mastering Civic Engagement: A Challenge to Museums

Excellence and Equity: Education and the Public Dimension of Museums

Museums for a New Century

[American Association for Museum Volunteers](#)

Transforming Museum Volunteering: A Practical Guide to Engaging 21st-Century Volunteers

Writer-editor, *AAMV Newsletter*

[Chorus America](#)

Conductors Count: What Chorus Boards, Music Directors, and Administrators Need to Know

[Heritage Preservation](#)

[“Selecting a Conservator”](#)

“Outwitting Time,” ghostwritten article for *Worth* magazine, August 2006

Institute of Museum and Library Services

True Needs, True Partners: Museums and Schools Transforming Education

Pew Charitable Trusts, *Trust* magazine

[“Art Museums in Transformation”](#) (with Bonnie Pitman), Fall 2004 issue

National Museum of American History

Writer, annual report, 2001

Writer, internal projects, Office of the Capital Campaign, External Relations, and Board Liaison

United States Holocaust Memorial Museum

Writer, bimonthly newsletter

National Gallery of Art

Contributing writer, *National Gallery of Art Bulletin*, semiannual development office publication

SELECTED EDITING PROJECTS

[BoardSource](#)

The Handbook of Nonprofit Governance (Jossey-Bass)

The Nonprofit Board’s Role in Mission, Planning, and Evaluation

Moving Beyond Founder’s Syndrome to Nonprofit Success

Culture of Inquiry: Healthy Debate in the Boardroom

The Board Chair Handbook, second edition

Getting the Best from Your Board: An Executive’s Guide to a Successful Partnership

Generating Buzz: Strategic Communications and the Nonprofit Board

Nonprofit Governance: Steering Your Organization with Authority and Accountability

The Nonprofit Board Answer Book, first edition

Building Board Diversity

National Gallery of Art
French Painting from the 15th through 18th Century (collection catalogue)
National Gallery of Art Bulletin
Frederic Edwin Church
Studies in the History of Art (two volumes)

National Guild for Community Arts Education
[*Creativity Matters: The Arts & Aging Toolkit*](#)

American Association of Museums
A Museum Guide to Copyright and Trademark
New Visions: Tools for Change in Museums
Museums in the Life of a City: Strategies for Community Partnerships

Heritage Preservation
[*Capitalize on Collections Care: Generate New Contributions, Increase Support, Foster New Audiences*](#)

Museum Education Roundtable
Journal of Museum Education
Transforming Practice: Selections from the Journal of Museum Education (volume 2)
Patterns in Practice: Selections from the Journal of Museum Education (volume 1)

Museum Trustee Association
Strategic Thinking and Planning
Executive Transitions
The Leadership Partnership
Building Museum Boards

[National Association of College and University Business Officers](#)
Boldly Sustainable: Hope and Opportunity for Higher Education in the Age of Climate Change
Excellence in Higher Education 2003–2004: A Baldrige-Based Guide to Organizational Assessment, Improvement, and Leadership
Student Financial Services
The Business Case for Renewable Energy: A Guide for Colleges and Universities
The Small College Guide to Financial Health: Beating the Odds

The Phillips Collection
Impressionists in Winter
Twentieth-Century Still-Life Paintings from The Phillips Collection
Jacob Lawrence: The Migration Series
Augustus Vincent Tack: Landscape of the Spirit
Nicholas de Stael

OTHER EXPERIENCE

Before establishing my business in 1986, I held several senior management and editorial positions, including:

- Director, publications department; editor and associate editor, *Museum News*, American Association of Museums
- Project director and principal writer, *Museums for a New Century*, published by AAM
- Editorial positions at *The New Republic* magazine and the American Association of University Women

PROFESSIONAL MEMBERSHIPS

[The Museum Group](#), American Association of Museums, American Independent Writers, BoardSource,
Women's National Book Association

SELECTED CLIENTS

Advisory Council on Historic Preservation
American Association of Museums
American Association for Museum Volunteers
Americans for the Arts
American Institute for Conservation
American Symphony Orchestra League (League of American Orchestras)
BoardSource
Capital Children's Museum
Chorus America
ColburnHouse Publishing & Marketing
Dallas Museum of Art
Freer & Sackler Galleries, Smithsonian Institution
Getty Information Institute
Heritage Preservation
Hirshhorn Museum and Sculpture Garden
Independent Sector
Institute of Museum & Library Services
MEM & Associates
Museum Education Roundtable
Museum Trustee Association
National Association of College and University Business Officers
National Gallery of Art
National Guild of Community Schools of the Arts
NAIOP, the Commercial Real Estate Development Association
National Museum of American History
National Museum of Natural History
Parks & History Association
Pew Charitable Trusts, Program for Art Museums & Communities
The Phillips Collection
Save Outdoor Sculpture!, Heritage Preservation, Inc.
Smithsonian Institution Office of Public Affairs
United States Holocaust Memorial Museum
Wolf, Keens, and Company