

JENNIFER MALEC

WRITER | EDITOR | PROOFREADER

CONTACT

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📍 Johannesburg, South Africa

WORK EXPERIENCE

2025– **Editor**, Global Initiative Against Transnational Organized Crime
2017– **Editor**, The Johannesburg Review of Books
2017– **Director**, The Reading List/The Bookshop
2014– **Freelance writing and editing**, Sunday Times, Iziko Museums of South Africa, GALA Queer Archive, various publishers, PEN South Africa, Eish Production Services/ Unicef, among others
2014–16 **Editor**, Sunday Times Books Live
2007–13 **Sub-editor/Assistant editor**, Kick Off magazine and website

EDUCATION

University of Cape Town
2001–07 BA (Hons), MA

AWARDS/CERTIFICATES

- CertCAB (COAPE, with distinction, 2026)
- South African Literary Awards Literary Journalism Award (2019)
- Webfluent Blogger Awards: Top Arts and Culture Blog in Africa (Books Live) (2016)
- Arts Journalism Awards: Arts Journalist of the Year (Silver – Features, 2016), Arts Journalist of the Year (Gold – News, 2015)
- Certificate: Writing for the web (2013)
- isiZulu level 1 (2025–), isiXhosa level 2 (2012)
- Sub-editing certificate (2010)

References available on request.

PROFILE

I am a highly skilled writer and editor with over 15 years' experience in news, literature and research, as well as academic and creative writing. I am well practiced in commissioning projects, managing a team and producing accurate, elegant and engaging work to tight deadlines. I am also an accomplished interviewer and journalist, with a particular focus on Africa.

SKILLS

- **Exceptional editing:** I have a talent for sharpening and clarifying writing without sacrificing depth or interest. I am adept at refining work while preserving the author's voice.
- **Strong news judgement:** I have experience in identifying the compelling angles for news stories, recognising their relevance to current affairs and their resonance with target audiences.
- **Flexibility and speed:** I am able to work efficiently under pressure, and consistently meet tight deadlines without compromising on quality.
- **Editorial leadership:** I have extensive editing and commissioning experience, and enjoy guiding and mentoring junior reporters.
- **Knowledge of African context:** I have experience editing research focused on the region and journalism from Southern Africa and the continent.
- **Contacts:** With many years in literature and the media, I have built up an extensive network of contacts in various industries.
- **Remote collaboration:** I am able to work and communicate effectively remotely and am comfortable using collaborative tools.

EXPERIENCE

- Expert editing of writing at all levels. Consistently receive excellent feedback.
- Management of freelance writers, commissioning and editing to tight deadlines.
- Mentored journalists to deliver high-quality work reliably.
- Book reviewing, news and analysis covering industry developments and trends.
- Conducted interviews with leading international figures, showcasing their insights and fostering global connections.
- Oversaw client relationships. Developed effective business strategies.
- Assisted in layout design, creating visual presentations that enhance storytelling.
- Built and managed websites, overseeing design, content and maintenance to ensure optimal performance and user engagement.
- Co-created a trailblazing WhatsApp-based podcast focused on books.
- Managed social media accounts, email campaigns and virtual events, developing strategies to increase audience engagement.
- Currently serve as Treasurer for PEN South Africa, an NGO dedicated to literature, journalism and freedom of expression.
- Contributed to notable projects: PEN SA's Freedom of Expression Review, the Global Organized Crime Index and a Unicef children's education initiative; acclaimed books by authors including CA Davids, Gus Silber and Trevor Noah.
- Judge of the Dinaane Debut Fiction Award and previous judge of the Short Story Day Africa Award.