

HELEN MARTINS CV

CURRENT

From February 2002

Owner Portfolio Publishing

Services Portfolio offers writing, editing, proofreading, design, photography, print and project management. These services can be added together as a complete package – for print or web publishing – and are also available separately.

Portfolio offers services for a variety of publishing projects: health information, annual reviews, newsletters, leaflets and booklets, educational kits, fundraising materials, posters, reports, self-help and training manuals, corporate identity and stationery design.

PREVIOUS

1995–2002

Employer Wordworks

Position Publishing Manager

Role Writing and editing publications, and commissioning design and print. Providing project management for these services, for clients in the voluntary, health authority, environmental and educational sectors.

1990–1995

Employer London Lighthouse

Position Publications Officer

Role Communicating the vision, aims and services of London Lighthouse – a centre for people facing the challenge of HIV and AIDS – through initiating and producing a range of printed materials. Editor of *Lighthouse News* newsletter.

1979–1990

Employer Family Planning Association

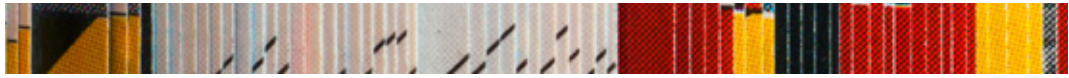
Position Publications Officer

Role Developing and producing all printed materials: leaflets, booklets and posters on all aspects of family planning and reproductive health care (eight million items each year). Editor of *Family Planning Today* newsletter.

QUALIFICATIONS

1982–1983 Pass, with credit, in book design at the London College of Printing.

1994–1995 One-year Plain English Campaign distance learning course.
Gained Plain English diploma.



ACHIEVEMENTS

- 1986–1989** Member of the Advisory Committee of the London College of Printing BTEC design course.
- 1989** Plain English Campaign award for a series of five consumer pretested bilingual leaflets for the Family Planning Association.
- 1990** Judge for the annual Plain English Campaign awards.
- 1991** Plain English Campaign award for a leaflet for London Lighthouse.
- 1992** Popular Communication Newsletter of the Year award for *Lighthouse News*.
- 1993** Popular Communication Charity Publication of the Year award for *Lighthouse News*.
- 1995** Shortlisted for Print Buyer of the Year award.
- 1995** Charity Annual Report and Accounts award for the London Lighthouse annual review.
- 1999** Three booklets for Breast Cancer Care highly commended in British Medical Association Patient Information awards.
- 2000** Charity Annual Report and Accounts award for the Down's Syndrome Association annual review.
- 2001** Plain English Campaign award for two booklets on child bereavement support for Winston's Wish.
- 2002** Booklet for the Haemophilia Society highly commended in British Medical Association Patient Information awards.
- 2003–2013** NCVO (National Council for Voluntary Organisations) Approved Consultant 2003-2013. Scheme discontinued January 2014.
- 2013** Plain English Campaign award for two booklets on child bereavement support for Winston's Wish.
- 2016** Plain English Campaign award for impact review for child bereavement charity SeeSaw.

CONTACT

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