

**Betty Bellard O'Keefe**  
Communications Specialist  
Tucson, Arizona, US | [bokeefe2@yahoo.com](mailto:bokeefe2@yahoo.com)



## Summary

- ❖ Published communications specialist for multiple venues.
- ❖ Eight years producing multilingual translations for healthcare.
- ❖ Ten years experience in nonprofit health and human services.

## Education

B.A., *cum laude*, University of New Mexico, US  
English, Professional Writing concentration

## Work experience

### **Current:**

#### **Publications specialist**

**CARF International**, Tucson, Arizona, US (6 years)

*CARF is a nonprofit accreditor of health and human service programs worldwide.*

I collaborate with others to research, write and edit content for CARF's e-newsletters, website, blog and other one-time, quarterly and annual publications. I also coordinate multilingual translations of technical publications, working with subject-matter expert translators/reviewers in Latin America and Europe.

### **Previous:**

#### **Staff writer/journalist, Communications (8 years)**

I researched and wrote hundreds of articles for various news organizations and magazines in New Mexico, US, including the *Albuquerque Journal*, *Santa Fe New Mexican* and Associated Press. I also served as Senior Communications Coordinator for Memorex Corp. and Communications Coordinator for Gates Learjet Corp. in Tucson, Arizona, US.

#### **Translations and client services**

**CyraCom International**, Tucson, Arizona, US (5 years)

*CyraCom provides language services to US hospitals and other healthcare clients.*

As director, I led a team of in-house and remote project managers and service staff and managed a large pool of international translators and translation companies. I represented the organization's membership in the American Translators Association and participated in ATA conferences in the US and Canada.