



\* Stephen X. Arthur, B.Sc., M.Sc., M.F.A.

*Technical writer (contractor-consultant)*

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Writing samples at: <http://www.sxa-portfolio.com/>

MBTI: INTJ

During a lifelong pursuit of both the creative arts and the hard sciences, made a living primarily from technical-writing contracts. Specialties include user manuals, standard operating procedures, trades training, science writing, and informational video scripts.

## Work Experience

### Contract Technical Writer

#### Impact BC (see below)

Compiled, wrote, and edited training guides for quality improvement initiatives. Oct-Nov 2009

### Contract Copy Editor and Desktop Publisher

#### Naikun Offshore Wind Energy

Performed comprehensive copy editing and formatting of templates, layout, figures, and tables for submission of a large set of reports on environmental assessment. Feb 2009

### Consulting Editor and Technical Writer

#### BC Transmission Corporation

Performed comprehensive substantive editing of BCTC's 2008 *State of the Transmission System Report*, 115 pages (through Duncan Kent and Associates). June 2008

### Consulting Technical Writer

#### CHC Helicopter Corporation – Global Operations

Wrote a manager's manual for using CHC's Web-based Safety & Quality Integrated Database, a global, integrated, reporting and safety-management system. Feb-March 2008

### Contract Technical Communicator, Instructional Designer, Journalist

#### Impact BC

Developed and wrote a series of training guides to help BC family physicians make management improvements as part of a province-wide program sponsored by the BC Ministry of Health and the BC Medical Association. Included physician profiles and testimonials. Wrote *Program Introduction*, *Understanding Quality Improvement*, *Adopting the Chronic Disease Management Toolkit*, and *Working in Teams*. October 2006 – February 2008

### Consulting Creative Writer (Video Scripts), Technical Writer, Marketing Communicator

#### ImageMaker Advertising

Wrote treatments and scripts for corporate documentary videos for mining exploration companies American Creek Resources, Baffinland Iron Mines, Bell Resources, Selkirk Resources. Series of separate contracts. Dec 2005 – June 2007

### Contract Technical Writer, Information Developer

#### Iwasan Consulting – SR&ED

Wrote Detailed Project Descriptions for several Scientific Research and Experimental Development Tax Credit reports. November 2006

### Contract Technical Writer/Editor

#### Richmond Fire-Rescue

Wrote, revised, and edited various sections of the firefighter's standard operating procedures manual for posting on their intranet (through Duncan Kent and Associates). June-July 2006

### Contract Technical Writer and Editor

#### IMT Image & Microscope Technology (South Korea)

Wrote sections of a user manual for upgrades to iSolution DT, a professional microscopic image-analysis application. Copy-edited the entire manual. October 2005

technical writing,  
video script writing  
(contract)

Vancouver

**Consulting Technical Communicator**

**E-Comm 9-1-1 Emergency Communications for Southwest British Columbia, Inc.**

Developed the format for documenting standard operating procedures for dispatching fire-and-rescue responders. Wrote and edited the manual in clear, plain English. June-Sept 2005

**Contract Technical Writer/Editor**

**BC Mineral, Oil and Gas Revenue Branch**

Edited, summarized, rewrote, and formatted sections of a manual on software procedures for administrators (through Duncan Kent and Associates). February 2005

**Contract Technical Communicator/Editor**

**BC Transmission Corporation**

Edited, wrote, formatted, and performed image layout for a field guide used to assess the condition of critical overhead components such as towers and lines (through Duncan Kent and Associates). January 2005

media production  
(contract)

Vancouver

**Independent Media Artist / Project Manager**

**Production grants from the Canada Council for the Arts**

Developed and wrote a proposal for a Program of Work that obtained the largest amount of funding awarded to individual media artists by the Canada Council's Creative Development Grants (\$20K). Followed this with a successful production-grant proposal (\$55K) for *Tran Scan*, an eight-minute experimental animated film that took two years, full-time, to complete. 1999-2004

**Commissioned Content Developer, Researcher, Production Analyst, Script-Writer**

**National Film Board - *Earth Moves***

Researched and wrote successful proposals that obtained funding to develop a scientific-visualization project for schools—a paleogeographic time-lapse film series, simulated with 3D animation. Commissioned by the NFB to research the subject matter in depth (historical geology), conduct market research, write the scripts for the five parts, evaluate production software, and estimate the budget. Unproduced. 1998-2000

**Commissioned Writer/Director/Animator & Associate Producer/Project Manager**

**National Film Board of Canada – *Transfigured***

Produced, directed, and animated the award-winning NFB film *Transfigured*, based on the paintings of Jack Shadbolt. Numerous international film festivals and exhibitions. 1996-1998

technical, science,  
and video writing  
(contract)

Vancouver

**Contract Technical Writer and Instructional Designer**

**B.C. Ministry of Forests**

Wrote Participant's and Trainer's Guides for the Resource Inventory Skills Training Curriculum, including photo interpretation, field navigation, plot sampling for plant identification and coverage, timber cruising, and ecological site series (through Nutec Training). 1996

**Consulting Video Script Writer and Content Developer**

**B.C. Ministry of Forests**

Wrote a series of ten training videos on field sampling procedures for the Resource Inventory Skills Training program (BCIT/Nutec Training/Black Tusk Video). 1995

**Consulting Technical Communicator and Business Analyst**

**Hughes Canada Systems Division – Product Support**

Developed the department's procedures for managing, developing, and conducting large-scale training programs for the air-traffic control industry, based on the Design/IDEF process-mapping software tool (through Project Group). 1994

**Consulting Science Communicator and Journalist**

**Science World B.C.**

Researched and wrote the content for *That Day in Science*, an interactive computer kiosk on the history of science. 1993

**Consulting Video Script Writer**

**Fisheries Council of B.C.**

Wrote a training video on salmon canning (produced by BCIT - AV Dept). 1993

**Consulting Technical Writer and Content Developer**

**B.C. Hydro – Trades Training and Development**

Researched and wrote the training manual for a new skills-upgrading course for power system journeymen, *Distribution Switching for Linemen* (through Nutec Training). 1993

**Contract Technical Writer**

**Spectrum Signal Processing**

Developed and co-wrote the user guide and online help for an integrated sound/fax/modem/ answering-machine PC expansion board, with associated software (through Duncan Kent and Associates). 1993

**Consulting Video Script Writer**

**B.C. Cancer Research Centre - Terry Fox Lab**

Wrote a training video on tissue culturing. 1992

**Journalist (contract)**

**B.C. Medical Association**

Wrote a press release, *World's Deadliest Poison Used for Revolutionary Therapies* (contracted by Dr. Jean Carruthers). 1992

**Consulting Video Script Writer**

**Hillsborough Resources**

Wrote a promotional video on mining properties (Shane Lunny Productions). 1992

**Consulting Video Script Writer**

**B.C. Children's Hospital**

Wrote a video on occupational therapy (UBC Biomedical Communications). 1991

**Contract Science Editor and Medical Writer**

**Dr. Reza Tabrischi, Dept. Pharmacology, UBC**

Performed substantive and style editing for an MRC grant proposal. 1991

**Medical Writer, Scientific Author (unpaid)**

**UBC – Graduate Studies**

Wrote basic-research manuscripts for journal publication, and various academic science literature-review papers (unpublished), 1989-1991. Presented at poster sessions at UBC Dept. Ophthalmology and Society for Neuroscience Annual Meeting in New Orleans, 1991. Published abstract (*Soc. Neurosci. Abstr.* 17, 75).

**Consulting Video Script Writer**

**B.C. Central Credit Union**

Wrote a training video on deposit insurance (Vidatron Productions). 1988

**Consulting Video Script Writer, Content Developer**

**Justice Institute of B.C.**

Wrote a dramatization video of Police and Fire Academy training. Developed the course outline for Electrical Safety for Firefighters. 1988.

**Quality Assurance Contractor**

**McDonald Dettwiler and Associates**

Validated documentation for installation, operation, maintenance, and engineering of a mainframe-based meteorological analysis system developed for the U.S. Air Force, AWDS (Automated Weather Distribution System). 1987

**Contract Technical Writer**

**Mobile Data International (now MDSI)**

Documented parts information for the 6100 Portable Data Terminal. Supervised comprehensive updating of the product documentation, from component-level maintenance to user guide. 1987

**Consulting Video Script Writer**

**Trans Atlantic Resources**

Wrote a corporate documentary video on mining properties (Mott Communications). 1986

science writing

Vancouver

technical writing,  
video script writing  
(mainly contract)

Vancouver

**Technical Writer and Corporate Communications Writer**

**Glenayre Electronics**

*Engineering Department (on contract):* Wrote Operator's, Supervisor's, and Manager's Manuals for a commercial answering-service system. *Marketing Department (as employee):* Wrote brochures, press releases, and overhead presentations for a variety of telecommunications products. Supervised complete documentation for installation, operation, and maintenance of a digital paging system. May 1985 – July 1986

**Copy Writer, Creative Script Writer (radio)**

**Bikes On Broadway**

Wrote a series of comical radio ads aired in Vancouver (Massey Productions). 1985

**Technical Writer**

**Sydney Development Corporation**

Wrote the user manual for a stockbroker's software application on the Macintosh platform. Wrote software documentation for a mainframe library system, and wrote a user guide for a video game. 1984

**Consulting Technical Writer**

**H.C.L. McDonald and Associates**

Wrote the user guide for a general-ledger accounting software application. 1984

screenwriting

Vancouver,  
Los Angeles

**Instructor**

**Institute of Communication Arts**

Taught screenwriting for two 64-hour semesters. 1984, 1987

**Story analyst (freelance)**

**NBC, Charles Fries, HBO, and Telefilm Canada.** 1983-1984

**Screenwriter (author)**

Authored six original, feature-length, commercial screenplays, seven treatments for features, and four short scripts. Three options to produce were sold to film producers in Los Angeles. 1979-87

book authoring,  
filmmaking

Vancouver

**Commissioned Author and Science Writer**

**Science textbook: *From Above the Web***

Originated and wrote, with co-author Lorne Whitehead (recently Vice President Academic at UBC), a 400-page college-level general science textbook based on visual flowcharts that show the development and relationship of major concepts. Unpublished. Federal OFY grant. 1975

**Independent film producer/director**

**Various indep. short films, UBC Dept. Educ., West Van. Parks & Rec.**

Prior to attending film school—produced and directed five award-winning animated and experimental films, plus educational films for UBC Dept. Education and West Vancouver Parks and Recreation (initiated while employed as a park naturalist in Lighthouse Park). 1971-1978

**Education**

**Master of Science**—neuroscience (brain physiology, Faculty of Medicine)

University of British Columbia (Vancouver) 1988 – 1991

**Master of Fine Arts**—film production and screenwriting

University of Southern California (Los Angeles) 1979 – 1981

**Bachelor of Science**—zoology (plus animation filmmaking)

University of British Columbia (Vancouver) 1973 – 1977

**Software tools**

Adobe RoboHelp, FrameMaker, Captivate, Acrobat, and Photoshop. Microsoft Word 2003/2007, FrontPage, Excel, Visio, and PowerPoint. Digital media skills include using advanced professional production software such as Adobe After Effects for animating, compositing, tracking, and image processing; paint-based animation programs; 3D animation and rendering software such as Discreet 3ds

max; Sonic Foundry Sound Forge for sound editing and sound design; mpeg compression; and DVD authoring.

## **Writing samples and employer references**

See a large number of writing samples, as well as a one-page functional resume, at:  
<http://www.sxa-portfolio.com>

References are available on request and at: <http://www.sxa-portfolio.com/SXA-recommendations.html>