

# SAM ZUKOFF

*Writer & Editor · Researcher · Project/Program Manager · Linguist*  
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## PROFESSIONAL SUMMARY

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Solutions-oriented MIT-trained linguist and Certified ScrumMaster with over a decade of high-impact experience at leading research institutions (MIT, Princeton, Leipzig, USC, UCLA) across writing, editing, research, instructional design, and Agile project management. Equally at home translating complex ideas into compelling prose for general audiences and steering multi-stakeholder projects from scoping through final delivery. Brings deep expertise in language, humanities, and social sciences alongside a rigorous, structured approach to creative problem-solving, evidence synthesis and analysis, and clear communication. Collaborative, meticulous, and mission-driven individual eager to bring these skills to organizations at the intersection of language, culture, technology, and impact.

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## WRITING & EDITORIAL

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- Authored 20+ publications — peer-reviewed journal articles, book chapters, conference papers, and encyclopedia entries — for substantively different audiences, adhering to strict style guides for major academic publishers (Springer, MIT Press, de Gruyter, Brill).
- Navigated multi-round editorial revision cycles with editors and peer reviewers, producing polished final drafts addressing all feedback on clarity, structure, and argumentation, consistently on deadline.
- Coached and mentored undergraduate and graduate students through writing projects and independent research, providing iterative big-picture and line-level editorial feedback; assessed hundreds of papers with close attention to argumentation, structure, grammar, and clarity.
- Developed and implemented curricula and documentation suites — syllabi, lecture notes, problem sets, exams, answer keys, grading rubrics — applying an audience-first approach, maintaining consistent terminology, version tracking, and formatting across multiple iterations.
- Presented technical research at 30+ international conferences, workshops, and colloquia — including keynote talks — translating complex findings into accessible insights for specialist and non-specialist audiences.

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## RESEARCH & ANALYSIS

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- Designed and executed multiple long-term, interdisciplinary research programs from initial hypothesis through data collection, iterative analysis, and final publication — applying structured, hypothesis-driven problem-solving to ambiguous questions with high standards for evidence quality and rigor.
- Built structured research databases aggregating evidence from large corpora of primary texts and secondary sources, establishing consistent classification schemes and quality standards across thousands of data points.
- Collaborated with technical experts to bridge theoretical and quantitative and computational methodologies, co-authoring publications requiring integration of diverse analytical approaches.
- Evaluated 15+ manuscripts for leading journals, providing editors with actionable recommendations and thorough written assessments of appropriateness, quality, argumentation, and rigor; awarded Certificate of Excellence in Reviewing by Poznan Studies in Contemporary Linguistics (2017).
- Reviewed Cambridge University Press book proposals, an NSF grant proposal, and numerous abstracts for major conferences, providing detailed constructive feedback on suitability, argumentation, and accuracy.

## PROJECT MANAGEMENT & INSTRUCTIONAL DESIGN

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- Designed and delivered 20+ courses as lead instructor or co-instructor across six institutions (UGA, MIT, Princeton, Leipzig, USC, UCLA) at undergraduate and graduate levels — including introductory surveys, graduate research courses, and advanced seminars — managing curriculum development, assessment design, documentation, and student progress tracking from inception through final evaluation.
- Managed simultaneous research and writing programs alongside teaching responsibilities — scoping objectives, building schedules, and tracking deliverables across parallel workstreams under concurrent hard deadlines.
- Co-planned a two-semester interdisciplinary graduate seminar sequence at Leipzig University with five co-instructors across four sub-disciplines, establishing shared timelines, content standards, and quality benchmarks across a diverse international team.
- Coordinated teams of TAs across multiple large undergraduate courses at UCLA — distributing responsibilities, aligning grading standards across sections, running weekly team meetings, and maintaining consistent quality.
- Planned and organized a three-hour symposium at the Linguistic Society of America (LSA) annual meeting with six participants, including senior scholars: coordinated content, managed logistics, and ensured on-time delivery of a complex, multi-contributor event.
- Served as Student–Faculty Liaison (2015): led regular student meetings and ad hoc committees, compiled meeting records, tracked action items, and managed competing stakeholder interests across graduate student body and faculty governance.
- Co-organized the MIT Phonology Circle seminar series (2015–2016): coordinated speaker scheduling, room logistics, materials, and departmental communications for a recurring multi-stakeholder event.
- Served on three institutional personnel selection committees at Leipzig (Postdoc Search; two PhD Student Selection committees) — reviewing candidates against defined criteria, conducting structured interviews, and participating in deliberations to reach final decisions.

## TECHNOLOGY

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Microsoft Office Suite (Word, Excel, PowerPoint, Outlook, Teams); Google Suite; Canvas, Blackboard; LaTeX, Beamer; Adobe Acrobat; Miro; AI tools (Claude); Jira (training in progress)

## PROFESSIONAL APPOINTMENTS

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<b>Visiting Scholar, Linguistics</b> — University of California, San Diego (UCSD)	<i>2025 – present</i>
<b>Visiting Assistant Professor, Linguistics</b> — University of California, Los Angeles (UCLA)	<i>2023 – 2025</i>
<b>Postdoctoral Researcher &amp; Instructor, Linguistics</b> — University of Southern California (USC)	<i>2021 – 2022</i>
<b>Postdoctoral Researcher &amp; Instructor, Linguistics</b> — Leipzig University (Germany)	<i>2020 – 2021</i>
<b>Lecturer, Linguistics</b> — Princeton University	<i>2018 – 2020</i>
<b>Postdoctoral Researcher &amp; Instructor, Linguistics</b> — Massachusetts Institute of Technology (MIT)	<i>2017 – 2018</i>
<b>Graduate Student Researcher, Linguistics</b> — Massachusetts Institute of Technology (MIT)	<i>2012 – 2017</i>

## EDUCATION

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<b>PhD, Linguistics (Theoretical Phonology)</b> — Massachusetts Institute of Technology (MIT)	<i>2017</i>
<b>MA, Linguistics (Historical Linguistics)</b> — University of Georgia (UGA)	<i>2012</i>
<b>BA, Linguistics &amp; Classical Studies; Minor in History</b> — Georgetown University	<i>2010</i>
<i>Certificate, Intercollegiate Center for Classical Studies (ICCS)</i> — Study Abroad, Rome, Italy	<i>2009</i>

## CERTIFICATIONS

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<b>Certified ScrumMaster (CSM)</b> , Agile/Scrum — Scrum Alliance	<i>2026</i>
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