

EDUCATION

Northwestern University, Evanston, IL

Degree received in June 2007: Bachelor of Science in Education and Social Policy
Concentration: Social Policy GPA: 3.6/4.0

School of International Training, Cochabamba, Bolivia

Study Abroad Fall 2005, Independent research conducted in Spanish.

Benzie Central High School, Benzonia, MI

Diploma received in June 2003
Awards: Salutatorian GPA: 4.0/4.0

PROFESSIONAL EXPERIENCE

Leitner Public Affairs, Chicago, IL

Communications and Policy Intern, April - June 2007

- Worked on a strategic team consulting for non-profit, public, and private organizations.
- Conducted research, both external and internal, for a national education foundation. Synthesized a long-term development plan for the foundation's adult reading program.
- Built and revived the membership of an executives' business club. Individually made cold calls to over 450 contacts.

Foundation for Sustainable Development, San Francisco, CA

Outreach Coordinator, Graphic Design Consultant, June 2006 - February 2007

- Organized outreach campaigns, each reaching over 12,000 professional university contacts.
- Served as a representative for international programs at events and via telephone.
- Integrated research, original writing, and design to comprehensively create over 100 pages of outreach materials amounting to \$15,000 printed value.
- Promoted from Outreach Intern to full-time Outreach Coordinator in August 2006. Through work with the Outreach Director, tripled the number of international program applicants in three months.

Albany Park Community Center, Chicago, IL

Asset Based Development Intern, January - March 2005

- Consulted on a student team for community leaders in a marginalized neighborhood.
- Planned an asset survey highlighting key community organizations and stakeholders.

Northwestern University, Evanston, IL

Recreation Buildings Supervisor, September 2003 - June 2007

- Ensured safety and satisfaction of recreational patrons while managing student workers.
- Promoted to Supervisor in September 2004.

SERVICE

International Youth Volunteerism Summit, Evanston, IL

Representative, Winters 2006 - 2007

- Worked on a diverse student team to achieve a 500 person, 3-day conference focused on volunteerism. Planned for international speakers, workshops, and group events.
- Served as a delegate to incoming international service leaders.

Habitat for Humanity, Chicago, IL and Tosagua, Ecuador

Volunteer, March - July 2006

- Supported construction and education projects both in the U.S. and in South America.
- Individually raised over \$2,000 for a low-income family's home.

Youth Advisory Council, Benzonia, MI

President, September 2000 - June 2003

- Supervised the annual distribution of \$25,000 for youth programs.
- Facilitated group reviews of grant proposals and attended regional conferences.
- Worked pro-actively to stimulate youth assets. Headed community anti-drug and tobacco program for young children and their families in a rural, low-income community.

TECHNICAL SKILLS

Language: Proficient in Spanish.

Computer: Excellent computer skills. Mac and PC, Office, Photoshop, Illustrator, InDesign and HTML. Proven ability to quickly learn new programs.