

Sponsored Programs Logistics Coordinator AFS-USA

2021- present

- Coordinated with travel staff to maintain accurate information and assistance regarding student name lists, rooming lists, group lists for hundreds of students from dozens of countries.
- Supervised compliance measures regarding domestic and international tariffs and custom regulations
- Managed all on-site logistics including coordination with the hotel, coordination with AFS home office, organization of all volunteer duties and assignments

Global Intercultural Coordinator

2020- 2021

Center for Women's Intercultural Leadership (CWIL)

- Created powerpoints, spreadsheets, flyers and emails with detailed information on intercultural collaboration
- Organized global events with students from China, Japan, Bahrain, Korea, Canada, the UK and SMC
- Had my proposal accepted for a global platform and presented it for establishing Intercultural Dialogue Events across American colleges at 2021 conference of NAFSA the Association for International Educators

Study Abroad Advisor for Korea Program

2020- 2021

Center for Women's Intercultural Leadership (CWIL)

- Advised students on whether Korea would suit their professional, social, and academic needs
- Acted as an official "Global Peace Ambassador" while home and abroad, fostering intercultural relations
- Acted as contact point between Korean University "Ewha" and Saint Mary's to strategize specific academic plans for each individual student personalized to their unique needs

Journalist

2018- 2021

The Observer Newspaper (SMC)

- Evaluated and followed up on news leads and tips to develop story ideas
- Organized material, determined areas of emphasis, and wrote stories according to prescribed editorial style and format standards
- Interviewed community members to engage with and utilize their knowledge to better report on relevant topics

Fundraiser

2017- 2019

Phonathon/ Annual Fund

- Used exemplary communication skills to contact thousands of alumna, inform them on upcoming campus events/changes and ask for donations to the Annual Fund for Saint Mary's College
- Secured resources for the college, helped our national rank increase so corporations and foundations would consider Saint Mary's for grants
- Efficiently tracked and recorded donations into records for documentation
- Raised over \$70,000 in one semester

Education

Saint Mary's College, Indiana USA

- Magna Cum Laude
- Double Major English Literature and Writing, Minor Film Studies
- Awarded English Honors Society membership with Sigma Tau Delta
- Awarded position on Dean's List, Presidential Scholarship recipient, Nazareth Scholarship recipient
- In process of receiving MA from American University in International Relations

Certifications/ Accreditations

- Two time published author: *Chimamanda Adichie: A Research Guide*, and *Chimes*
- Creator and Presenter of "Virtual Exchange: Global Intercultural Dialogues" at 2021 NAFSA Global Conference
- TEFL Certified, Microsoft DigiGirlz Coding certification (HTML) and Global Competence Certification (GCC) from AFS-USA
- Intermediate Spanish language skills, Beginner Korean skills