

2015 SCRIPPS COLLEGE Resume Book

CAREER PLANNING & RESOURCES



2015 Scripps College Resume Book

Dear alumnae, parents, and friends,

On behalf of Scripps College and Career Planning & Resources, I have the privilege of introducing you to several extraordinary job seekers from the Classes of 2014 and 2015. Within these pages are more than 100 examples of the Scripps College experience.

Our liberal arts graduates complete a [core curriculum](#) in interdisciplinary humanities and compose a senior thesis specific to their area of study. They excel in research and writing, communication, and problem-solving skills. Most graduate having completed two or more internships and about 60% spend a semester abroad.



Recent graduates are now working for organizations large and small across the country like Adidas America, Barna Group, BuzzFeed, Cambridge Associates, City of Hope, Deloitte Consulting, Disability Rights Advocates, En Route Winery, Expedia, Fred Hutchinson Cancer Center, JP Morgan Chase, Laserfiche, NASA Jet Propulsion Laboratory, Mattel Inc., Microsoft, NBC Universal, Nielsen, Pasadena Arts Council, Seattle Cancer Care Alliance, Teach for America, Terrorbird Media, Walt Disney Company, and YouTube.

We offer the 2015 Scripps College Resume Book as means of introduction to some of these impressive individuals. For privacy purposes, students are identified by first name and last initial only (in the case of duplicate aliases, an additional letter is included in the last name as a unique identifier). Each name is hyperlinked to an email forward. We encourage you to connect with students directly for job referrals or networking opportunities. [Learn more](#) about Scripps College.

How to use this book

Each participant was given an opportunity to identify their industry and geographic preferences, as listed on the following contents page. While you can browse through individual resumes, you may prefer to search by [Geographic](#) or [Industry Preferences](#). The “Home” button located in the top right hand corner of each resume will bring you back to the contents page. Additionally, you may wish to explore the navigation bar in the Resume Book footer which includes buttons for table of contents, bookmarking specific resumes, full screen viewing and zoom options.

We, of course, also invite you to recruit on our campus or [post current openings](#) with us directly. Please [contact us](#) with any questions; we are here to help in whatever way we can.

Incipit Vita Nova,

A handwritten signature in black ink, appearing to read 'V. Klopsch', with a horizontal line extending to the right.

Vicki P. Klopsch
Executive Director, Career Planning & Resources

CONTENTS

CLICK ON ANY OF THE CATEGORIES BELOW AND BE TAKEN TO A LIST OF STUDENTS WITH MATCHING INTERESTS.

INDUSTRIES AND OCCUPATIONAL FIELDS

Architecture/Planning	Government/Public Policy	Public Health
Consulting/Management	Health/Medicine	Public Relations
Consumer Products/Retail	Human Resources/Recruiting	Publishing/Editing
Education: General	International Relations	Sales
Education: Teaching	Investment/Finance	Scientific Research/ Development
Engineering	Journalism	Social Services
Entertainment (Film, TV, Radio)	Language/Culture	Sports/Recreation
Environment/Sustainability	Law	Start-Ups
Event Planning	Marketing/Advertising	Technology
Finance/Banking	Museum Work	Travel/Hospitality
Fundraising/Development	Performing Arts	Visual Arts/Design

GEOGRAPHIC AREAS

Geographically Flexible	Southwest
Northern California and Bay Area (San Francisco, Sacramento)	Mid-Atlantic (DC, DE, PA, MD, NH, VA)
Southern California (Los Angeles, Orange County, San Diego)	Midwest (IA, IL, MI, MN, ND, OH, SD, WI)
Pacific Northwest (OR, WA)	Mountain (CO, ID, MT, NV, UT, WY)
Northeast (CT, MA, ME, NH, NY, RI, VT)	Hawaii
South Atlantic (FL, GA, NC, SC)	International

ALEX W

GEOGRAPHY: Northern California and Bay Area, Pacific Northwest, Southern California

INDUSTRY: [Health/Medicine](#), [Public Health](#), [Social Services](#)

EDUCATION

Scripps College, Claremont, CA Expected May 2015

- Bachelor of Arts in Public Health & Society (with a focus on women's and sexual health)
- Self-designed major
- Independent thesis project: designed, delivered a program on women's sexual/reproductive health
- 3.12 GPA

EXPERIENCE

Lead Peer Health Educator, *CUC Health Education Outreach (CUC HEO)*, Claremont, CA 2011-Present

- One of three Lead PHEs who managed 18 student employees. Management tasks included defining and overseeing schedules, assigning projects, and keeping office materials and resources stocked.
- Trained campus student leaders (RAs, peer mentors, etc.) about sexual/general health, stress management, and substance abuse.
- Created, delivered, and collaborated on health and wellness programming for the seven Claremont Colleges.
- Represented CUC HEO at annual BACCUS Network General Assembly in Washington D.C.

HIV Testing Coordinator, *East Valley Community Health Center (EVCHC)*, Pomona, CA 2013-Present

- Completed LA County Department of Public Health's Basic Counselor II and HIV Testing Clearview trainings.
- Provided weekly, free, rapid HIV antibody testing and information to students of the seven Claremont Colleges.
- Assisted EVCHC around LA County including testing homeless veterans at "Stand down Compton" event.

Unit Leader, *Girl Scouts San Diego-Imperial Council*, Julian, CA 2009-Present

- Managed a rotating team of up to 8 Unit Counselors at Girl Scout resident summer camps.
- Planned, scheduled, and implemented summer camp activities programming.
- Responsible for health, safety, and welfare of Girl Scouts grades 3-10 (~32 per group).

Tutor, *Scripps College Tutoring Program*, Claremont, CA 2012-2013
Instructed peers in Introductory Spanish and Biology, including structuring lessons plans and reporting progress.

LEADERSHIP AND AWARDS

Outstanding Student, BACCHUS Peer Health Network November 2013
Finance Coordinator, Scripps College Challah for Hunger 2011-Present
Publicity Team Lead, Scripps Advocates for Survivors of Sexual Assault 2013-Present
Student Member, Scripps College Alcohol Task Force 2012/2013
Student Member, BACCHUS Peer Health Network 2011-Present

SKILLS

- Windows OS; Mac OS
- Microsoft Word, Excel, PowerPoint, Outlook
- Facebook, Twitter, Tumblr, and WordPress
- Advanced level written and spoken Spanish

ALEXANDRA A

GEOGRAPHY: Mid-Atlantic, Mountain, Northern California and Bay Area
INDUSTRY: [Fundraising/Development](#), [Government/Public Policy](#), [International Relations](#),
[Law](#), [Public Relations](#)

EDUCATION

Scripps College, Claremont, CA Expected Graduation 5/2015

Bachelor of Arts in Sociology

- Cumulative GPA – 3.7; Dean’s List, Spring 2012 – current
- Related Coursework: Effects of Race & Ethnicity, Gender, Income, Educational Attainment, Age, and Election Cycles on Voter Turnout and Volunteer Rates

POLITICAL EXPERIENCE

Co-Campaign Manager, **Committee to Elect Michael Merrifield** 5/2014-8/2013
Colorado Springs, CO

- Worked alongside Campaign Manager to effectively set campaign for success
- Created, analyzed and build online database and email lists

Canvassing Director, **A Whole Lot of People for John Morse** 5/2013-7/2013
Colorado Springs, CO

- Oversaw volunteers and 18 employees to knock door-to-door effectively
- Analyzed lists on VoteBuider to strategize around high priority districts

Field Organizer, **Obama for America: Colorado** 5/2012-11/2012
Colorado Springs, CO

- Named Office Lead for the Fountain office location; oversaw 8 staff and 5 interns
- Consistently exceeded campaign goals (canvassing, phone banking & events)
- Given the opportunity to speak at political rally alongside President Obama

FUNDRAISING EXPERIENCE

Program Supervisor, **Scripps College Annual Fund: Phonathon** 8/2013 - Current
Claremont, CA

- Supervised 25 students to raise over \$120,000 during the fall semester
- Consistently coached and trained callers and student managers

Phonathon Caller, **Scripps College Annual Fund: Phonathon** 8/2011-8/2013
Claremont, CA

- Named “Best Phonathon Caller” & “Phonathon Caller of the Week”
- Helped raise over \$30,000

Chief Financial Officer, **FIRST Robotics Team 2996** 5/2010-5/2011
Colorado Springs, CO

- Raised \$60,000 from companies including Boeing and Lockheed Martin to allow robotics team to successfully build a robot and enter international competition

ACTIVITIES

Judicial and Academic Review Chair, **Scripps Associated Students** 4/2014-Current

- Chairs Judicial and Board and sits on Academic Review with Deans and Registrar

SKILLS AND AWARDS

- QuestBridge and Daniels Scholar (both four-year scholarships)
- Advanced use of Microsoft Word, PowerPoint, Excel and Google Docs
- Proficient use of IBM SPSS Statistics and HyperRESEARCH
- Experience with social media marketing

ALEXANDRA W

GEOGRAPHY: Geographically Flexible, Northern California and Bay Area, Southern California

INDUSTRY: Consulting/Management, Entertainment, Marketing/Advertising, Publishing/Editing,
Visual Arts/Design

Education

Scripps College, Claremont, CA

Expected May 2015

- Bachelor of Arts in Media Studies with focus on digital/electronic media, film theory and graphic design
- 3.7 GPA; Deans List 2012-2013

International School of Geneva, Geneva, Switzerland

2009-2011

- International Baccalaureate

The Brearley School, New York, NY

1998-2009

Senior Thesis

Developed website about representation of women in comics and portrayal of characters and female creators in the industry. Awarded honors thesis in Spring 2015; Currently working to launch site and broaden content.

Work Experience

Free Ulli (Independent Film), Malibu, CA

Production Assistant

June-July 2014

- Managed talent, dealt with organization on a short timeframe and funding on a limited budget
- Worked on creating props and content development, as well as with lighting and sound

The Blair Partnership / Pottermore, London, United Kingdom

Intern

August-September 2013

- Collaborated to manage branding, content, merchandise and environment for Wizarding World of Harry Potter
- Used Excel and Red Dot CMS to streamline uploading and development of content for Pottermore
- Aided in the structuring and basic editing of translations of kindle and .epub versions of the books

The World Science Festival, New York, NY

Media and Marketing Intern

May-June 2013

- Assisted in website creation and implementation of icons and content; designed posters for on-site use with Illustrator and Photoshop
- Facilitated and organized content for official World Science Festival App
- Supported hospitality, tickets and scheduling for Participants, Donors and Guests

Production and Editorial Intern

May-June 2012

- Supported development of show-flows and multi-media products for live programs
- Coordinated communications to and arrangements for participants, donors and guests of annual Gala and Festival

Media and Production Intern

June-July 2010 and 2011

- Developed proposal for Festival's activation of social media; participated in website content strategy reevaluation
- Reorganized and archived press books, donor and Festival participant databases (internal Facebook), and cataloged raw film data
- Assisted event production staff with backstage and green room set-up

Skills

Computer: Adobe Creative Suite: Illustrator, Photoshop, InDesign, Flash, Prelude, Premiere; Microsoft Office Suite, Mac Office Suite; Administration and Applications: RedDot CMS, Marcato; Experience with HTML5, CSS, Processing.

Languages: Conversational French; Basic Spanish

Volunteer and Service

Habitat for Humanity (*Laredo, TX | 2009*), Student League of Nations (*Geneva, Switzerland | 2009*), Model United Nations (*Doha, Qatar | 2010 and Panama City, Panama | 2010*), Senior Art Exhibition at the World Health Organization (*Geneva, Switzerland | 2011*), Produced and Directed RENT and Chicago (*Geneva, Switzerland | 2010*)



ALISON K

GEOGRAPHY: Geographically Flexible, Northeast, Pacific Northwest

INDUSTRY: [Environment/Sustainability](#), [Government/Public Policy](#), [Marketing/Advertising](#)

Education

Scripps College, Claremont, CA

Bachelor of Arts in Environment, Economics, and Politics, Expected May 2015

Experience

Pomona College Music Department, Claremont, CA

Head Usher, September 2013 – Present

- Provide customer service to attendees for events averaging 250 persons
- Accommodate the needs of all levels of attendees including handicapped customers
- Communicate and work with ushers and concert production manager on usher scheduling, hiring, management, and training

Legislative Revenue Office, Salem, OR

Intern, May 2014 – August 2014

- Researched and wrote a paper on how U.S. cap-and-trade policies use revenues to support low income households

Oregon Native American Business Network, Portland, OR

Intern, June 2013 – August 2013

- Researched federal grant applications for non profits
- Proofread grant applications before submission
- Researched, updated, and compiled media contacts from Native American newspapers and other Native American organizations around the country

Admissions Ambassador Team, Claremont, CA

Tour Guide February 2012 – May 2013

- Led tours for prospective students based on college guidelines and personal experience and adapted information based on group dynamics and interests
-

Leadership Experience

Scripps Associated Students (SAS), Claremont, CA

Media Relations Chair (Elected Position), April 2013 – May 2015

- Create, design, and update media including event advertising, a weekly video blog, and the SAS website and Facebook page
- Host workshops to teach campus leaders basics in Photoshop and InDesign for use in their own advertising
- Collaborate with other SAS representatives to reach a greater proportion of the Scripps student body

Oregon Outdoor School

Student Leader, 2009, 2010, 2011

- Volunteered four weeks, October 2008, October 2009, September 2010, March 2011
 - Taught sixth graders about plant processes and native Oregon plant life
 - Encouraged inquiry based learning during field study
 - Acted as a camp counselor for groups of ten, fostering unity and collaboration within the group
-

Skills

Proficient in Microsoft Office, familiar with WordPress, Weebly, Adobe Illustrator, Photoshop, and InDesign
Language: French (5 Years), Modern Standard Arabic (1 Year)

ALLEGRA B

GEOGRAPHY: International, Northeast, Southern California

INDUSTRY: [Entertainment](#), [Event Planning](#), [Marketing/Advertising](#), [Performing Arts](#), [Public Relations](#)

EDUCATION

Scripps College

May 2015

Bachelor of Arts in Media Studies and Theatre; 3.7 GPA

- Relevant Coursework—Screenwriting, Video Production, Classical Acting, Acting for Film and Television, Documentary Film, Visual Arts of the Theatre, Contemporary Western Theatre,
- Awards and Honors—Jesse Swan Scholarship: 2013-2014, Virginia Princehouse Allen Award; Spring 2012, Spring 2013, Spring 2014; Dean's List: Fall 2011, Fall 2012
- Leadership and Volunteer Experience—Junior Class Representative, Clubs and Organizations Chair, Assistant Director for Urban Arts Partnership's *24 Hour Plays LA*, Volunteer for the Geena Davis Institute on Gender in Media

Drama Centre London

Fall 2013

Directing for Theatre and Film; University of the Arts London Study Abroad

EXPERIENCE

Development Intern, Comedy and International Scripted Programming

September 2014-April 2015

Disney/ABC Television Group

- Produced a weekly packet of information on important news and relevant cultural trends, updated and maintained talent databases, assisted department coordinator and manager with research and administrative tasks, provided phone coverage for executive assistants, managed schedules and travel itineraries

Social Media and Marketing Intern

June 2014-August 2014

Geek and Sundry

- Generated promotional copy and images for Twitter, Tumblr, Facebook and Google+ posts, engaged with online community, assisted with guest service and organization in the Geek and Sundry lounge at San Diego Comic Con

Education and Community Outreach Intern

June 2014-August 2014

Los Angeles Opera

- Organized off-site trips, developed creative group activities, maintained daily photo log, created promotional video content, and served as a councilor for students aged 9-17 during Opera Camp 2014, worked on-site with Tour Manager to assist with community concerts and event production

Green Room Manager and Production Assistant

July 2013

Walt Disney Company, D23 Expo

- Managed green room resources, coordinated communication between Stage Manager and on-stage talent

Administrative Intern

January 2013-May 2014

Scripps College Office of the President and Board of Trustees

- Organized and maintained a large database of Trustee and event information, prepared and filed expense reports, provided quality control on crucial Trustee and Presidential correspondence, organized and processed large group mailings, covered desks for the Executive Assistants to the President and Board of Trustees

Production and Development Intern

June 2013-August 2013

OddLot Entertainment

- Read and wrote coverage on script submissions, writing samples and story treatments, generated talent lists, maintained the front desk by greeting guests, provided heavy phone coverage for executive assistants, created monthly expense reports and organized budget information for film projects

Development and Research Intern

October 2012-August 2013

Champagne Castle Entertainment

- Managed social media campaign, engaged with potential sponsors and partners through Twitter and Facebook, researched and created one-sheets for *Disappearing Plane* video segment pitches, directed and filmed promotional segments for *Change the Menu*

SKILLS

- Microsoft Word, PowerPoint, Excel, Access, Keynote, Numbers, PhotoShop, Premiere, Final Cut Pro
- Keyboarding, phone etiquette, database maintenance, basic accounting and budgeting, script coverage
- Social media and blog platforms (Facebook, Twitter, Tumblr, Google+, WordPress, Blogger, LinkedIn)
- Acting for theatre, film and television, on-camera presenting, joomlaism, voice-over (acting résumé available)
- Creative writing, screenwriting, playwriting, sketch and stand-up comedy

ALLISON R

GEOGRAPHY: Northern California and Bay Area, Pacific Northwest, Mountain
INDUSTRY: [Education: General](#), [Education: Teaching](#), [Environment/Sustainability](#),
[Public Health](#), [Social Services](#)

EDUCATION

Scripps College, Claremont, CA 2012-2014
BA: Environmental Analysis; Art History (May 2014) **Cumulative GPA: 3.9, Dean's List 2012-14**
Senior Thesis: The Reclamation of Public Parks: Environmental Justice in Los Angeles

WORK EXPERIENCE

Environmental Educator at Walker Creek Ranch Outdoor School Current

- Teaching 5th and 6th graders environmental stewardship and ecology to 5th and 6th graders
- Designing and facilitating hands-on lessons for place-based, outside learning

Ranch-hand at Bell Ranch (Worldwide Opportunities on Organic Farms) Summer 2013

- Goat farm management experience, especially for young and sick goats
- Managing time to ensure that over 100 goats received food, necessary shots, surgeries, etc.

Farmhand at Merlin's Perch Farm (Worldwide Opportunities on Organic Farms) Summer 2013

- Care of citrus and vegetable crops with an international crew of volunteers
- Irrigating seedlings, weeding non-native species, completing maintenance projects, and preparing meals

Habitat Restoration Intern, Irvine Ranch Conservancy, Irvine, CA January 2012

- Ecological monitoring, habitat restoration and native species cultivation
- Honing habitat restoration methods, studying local flora and fauna, and managing invasive species

Customer Sales Representative, Acorn Naturalists, Tustin, CA 2007 - Current

- Customer service for an environmental education supply company
- Working retail during peak season, answering detailed questions and negotiating service situations

Outdoor Orientation Trip Organizer, Colby College Fall 2011

- Colby Outdoor Orientation Trips (COOT) organizer
- Developing logistical framework to help underclassmen feel welcome in their new collegiate environment

Writing Tutor and Fellow, Farnham Writer's Center, Colby College Fall 2011 - Spring 2012

- Student tutor to help transform students drafts and ideas into clear and concise papers
- Teaching students how to engage in peer review of work and review work analytically

EXTRACURRICULAR INVOLVEMENT AND ACTIVITIES

Environmental Senior Project: Air Pollution Documentary Team Spring 2014

- Writing for the pre-production and production phase of a documentary film with filmmaker Travis Wilkerson
- Organizing for written themes, team production schedule, and project management

Junior Fellow for the Scripps College Humanities Institute Fall 2013

- A higher level course and lecture series for a select group of nominated students
- Course Theme: Re-visioning Food Sovereignty: U.S. Supply and Consumption

Two-sport Varsity Athlete, Colby College and Scripps College Fall 2010 - Current

- Cross country and track athlete; experience leading others and developing healthy team dynamics

Lead Baker for *Challah for Hunger*, Scripps College Fall 2012 - Fall 2013

- Producing 70-100 loaves of challah bread every week that are sold for charity

Gardener with the Scripps Gardening Club Fall 2012 - Current

- Cultivating a plot with organic spinach, carrots, snap peas, sweet peas and kale

AMANDA J

GEOGRAPHY: Hawaii, Northern California and Bay Area, Southern California
INDUSTRY: Engineering, Environment/Sustainability, Scientific Research/Development,
Start-Ups, Technology

Experience:

Trip Leader for Outdoor Women Leaders, Scripps College, Claremont, CA Aug-May 2010 -2014

- Led 2 hiking or backpacking trips of 4-7 students from the Claremont Colleges in the local national and state parks per semester.
- Loaned hiking and camping gear to Scripps College students.

Student Curator of the Keck Teaching Collection, Scripps College, Claremont, CA Sept-May 2013-2014

- Inventoried the existing 300 specimen teaching collection for the anatomy classes of the Science Department
- Added 3 skeletonized specimens to the teaching collection.

Intern in the Essig Museum of Entomology, UC Berkeley, Berkeley, CA May-Aug 2013

- Learned about the general organization of scientific collections and how to retrieve individual specimens from within the collection of 4.5 million.
- Became proficient at using a key to identify the genus and species of unknown insects.
- Practiced the proper preparation of insects for scientific study and preservation.

Volunteer in the Museum of Vertebrate Zoology, UC Berkeley, Berkeley, CA May-Aug 2013

- Learned about the proper preparation of many kinds of vertebrates for long term preservation and scientific study.
- Was the head of the destructive pest identification team which was in charge of infestation removal within the 640,000 specimen collection.

Assistant in the Pomona Costume Shop, Pomona College, Claremont, CA Jan-May 2014

- Sewed garments and assisted in 4 theater or dance productions at Seaver Theater.

Lifeguard at the El Cerrito Community Center, El Cerrito, CA May-Aug 2011-2012

- Monitored activities at the facility to prevent accidents by enforcing pool rules. Administered first aid and maintained the knowledge of lifesaving methods and procedures.

T.E.A.M.S. Intern at the Lawrence Hall of Science, Berkeley, CA Jan-Dec 2004-2010

- Provided general care for animals in the Animal Discover Room of the Lawrence Hall of Science.
- Assisted the public with the proper animal handling techniques and answered questions about various animals on display.

Skills:

- SCUBA Open-water Certification
- CPR / AED Lifeguard Certifications
-ArcGIS (full semester class)
-SPSS / R
-Microsoft Excel

-Scientific specimen documentation and preparation and preservation (Skeleton and Skin).
-Sewing
-Laboratory report writing

Education:

Scripps University
BS, Organismal Biology
2010-2014

Thesis: The Effects of Phylogeny on Vertebrate Eye Correlations

Related Coursework*: Vertebrate Anatomy (L), Comparative Physiology (L), Sensory Evolution, Animal Behavior, Biostatistics, Introductory arcGIS, Neuroscience: Systems, Ecology(L), Tropical Ecology(L), and Marine Ecology(L).

*(L) denotes a course with a lab

Major GPA:3.12



EDUCATION

Scripps College, *Claremont, CA*

Bachelor of Arts in English with Minor in Hispanic Studies

Expected May 2015

IES Abroad, *Granada, Spain*

September - December 2013

EXPERIENCE

Hollaback! Boston, *Collegiate Intern*

June - August 2014

- Created a Campus Ambassador program to launch in Boston area colleges/universities
- Facilitated workshops with local teens and women’s groups on the subject of street harassment and public safety
- Promoted the organization and its mission through sponsorship and tabling/attendance of local events

Scripps College Office of Admissions, *Tour Guide*

September 2012 - Present

- Lead bi-weekly campus tours to prospective students and their families
- Assist with miscellaneous office tasks

Hearst Corporation, *Advertising/ Marketing Intern*, New York, New York

June - August 2013

- Assisted in Marketing and Advertising departments of Hearst Design Group, a subdivision of Hearst Publishing under which *House Beautiful*, *Veranda*, and *Elle Decor* magazines are run
- Attended marketing and sales weekly meetings with the staff of the three, Hearst Design Group (HDG) magazines
- Presented summaries of potential clients’ advertising strategies, visual content, and ad placement to HDG sales reps in preparation for pitch meetings
- Edited content for the HDG blog
- Collaborated with the event-planning staff in preparations for the HDG National Sales and Marketing Meeting, ensuring all materials (name tags, daily agendas, favors, etc.) were prepared, organized, and distributed to all attendees of this event

Cannistraro, LLC, *PR/ Marketing Assistant*, Watertown, MA

May-August 2012

- Completed a summer-long project that involved contacting, arranging meetings with, and interviewing significant clients about their experience working with the company over the past 50 years
- Wrote article-style narrations of each interview conducted to be used for marketing and publicity purposes
- Ventured to various job sites across Massachusetts to take photos of job-progress, and to work directly with project managers as research for blog posts and newsletter articles (published throughout the summer)
- Updated company social media content, weekly (Twitter and BlogSpot)

The Cape Cod Times, Hyannis, MA, *Newsroom Intern*

June- August 2010

- Worked in an active newsroom setting and attended daily brainstorm meetings with editors and staff writers
- Wrote bylined articles on local events and points of interest, published weekly
- Conducted phone and in-person interviews with business owners, leaders of non-profit organizations, and local authorities
- Independently pursued potential stories with research and visits to various locations across Cape Cod

SKILLS

Computer: Social Media, WordPress, Microsoft Word, Excel, PowerPoint, and Adobe In-Design

Language Proficiency: Written and Conversational Spanish



EDUCATION Scripps College (Claremont, CA) Central Saint Martins (London, United Kingdom) Semester
 Bachelor of Arts, Media Studies 2015 Abroad, January - June 2014
 Minor: Self-Designed, Creative Writing Graphic Design Course

SKILLS Adobe Photoshop Adobe InDesign Adobe Illustrator Microsoft Office Social Media Wordpress
 Creative Writing Graphic Design Written and Verbal Communication

EXPERIENCE Foothill Country Day School (Claremont, CA)
Communications/Marketing Intern | Oct 2013 - Present
 Create and manage Twitter and Facebook presence. Design print and web marketing materials.
 Conceptualize and execute graphics for school campaigns and events.

Scripps College Information Technology (Claremont, CA)
IT Dorm Consultant | Sept 2012 - Present
 Implement a more efficient workflow for configuration and computer setup during new student
 orientation. Provide basic network connectivity help to the student body.

Scripps College Marketing & Communications (Claremont, CA)
Graphic Design Intern | Sept 2013 - Dec 2013
 Conceptualized and designed posters, brochures, logos, and web banners for student and faculty
 clients.

Sesquip Andriod App (Claremont, CA)
App Designer | Sept 2013 - Dec 2013
 Designed visual identity, conceptualized user interface, and created web landing page for Sesquip, an
 Andriod-based study tool, in collaboration with another student.

Health Services of North Texas (Dallas, TX)
Marketing Intern | June 2013 - Aug 2013
 Developed a new tagline to reflect changing mission statement. Redesigned brochures. Wrote copy for
 press releases and website. Designed marketing collateral for special events and campaigns.

Brandnu Marketing and Creatives in DFW (Dallas, TX)
Marketing Intern | June 2013 - Aug 2013
 Designed print and web materials for various regional clients. Managed Facebook and Twitter profiles
 for Brandnu Marketing and Creatives in DFW. Updated and maintained website with new business
 listings and local industry events.

[in]Visible Magazine (Claremont, CA)
Design Director | Jan 2013 - May 2013
 Updated entire magazine layout and style guide to modernize graphics and increase visual appeal.
 Managed 5 designers and oversaw semester-long design process with biweekly meetings.

The Student Life Newspaper (Claremont, CA)
Print Design & Special Features Editor | Sept 2011 - May 2013
 Strengthened design and layout of the newspaper to make the content more accessible to the student
 body. Launched and managed creative control of a new biweekly 'Special Features' section on a
 diverse range of subjects to produce innovative design opportunities.

ANNA H

GEOGRAPHY: Geographically Flexible, Northern California and Bay Area, Pacific Northwest,
INDUSTRY: [Education: General](#), [Engineering](#), [Sales](#), [Scientific Research/Development](#)

EDUCATION

Scripps College, Claremont, CA Expected graduation: May 2015
B.A., Biophysics

University of Edinburgh, College of Humanities and Social Science, Edinburgh, Scotland Sep-Dec 2013

HONORS AND AWARDS

2011-2015 James E. Scripps Scholar - four year, half-tuition, merit scholarship
Fall 2011, Fall 2012 Dean's List, Scripps College, Claremont, CA

RESEARCH EXPERIENCE

OFF-CAMPUS RESEARCH

Cross-Sectional Organization of Actin Filaments in *S. pombe* During Cell Division Jun-Jul 2014
NSF REU, *Physics Department, Lehigh University*.
Advisor : Dr. Dimitrios Vavylonis, Supervisor : Tamara Bidone
Worked on 3-d image analysis of actin filaments in microscopy images of *S. pombe* using Matlab.
Compared actin filament organization in dividing cells to model predictions.

Programming Circumferences of DNA Nanotubes Jun-Aug 2013
HHMI Claremont Colleges Summer Undergraduate Research Program, *Physics Department, UCSB*.
Advisor : Dr. Deborah K Fygenson.
Investigated the impact of supertwist and use of DNA origami seeds on the formation circumferences of DNA nanotubes.

CO-CURRICULAR RESEARCH

Preliminary investigation of Nucleoplasmin-like protein in *T. thermophila* Sep-Dec 2014
Molecular Biology Laboratory, *Keck Science Department of the Claremont Colleges*.
Advisor : Dr. Emily Wiley
Investigated putative nucleoplasmin protein localization using GFP tagging expression and fluorescence microscopy. Tested for impact of HDACs on gene expression during cell starvation.

TEACHING EXPERIENCE

Peer Tutor, Scripps College Dean of Students, Claremont, CA. 2012-2013
Provided individual and drop-in group tutoring in calculus, pre-calculus, and linear algebra.

PRESENTATIONS

Henderson, A. C. *Organization of Actin Filaments During Cell Division*. July 2014. REU Undergraduate Research Symposium, Physics and Material Science Departments, Lehigh University.

Henderson, A. C. and Macy, G. *Designing the Circumference of DNA nanotubes*. July 2013. Poster Talk, HHMI 5C Undergraduate Summer Research Symposium, Keck Science Department of the Claremont Colleges.

RESEARCH TECHNIQUES

Very Familiar

Genomic DNA Isolation and Purification
Restriction Digest Design
Primer Design and PCR
Fluorescence Microscopy (upright microscope)
BLAST and Pfam Analysis

Titration
Making Buffers
DNA Origami (cadnano)
Gel electrophoresis

Somewhat Familiar

Southern Blot
qPCR
Gene cloning
Atomic Force Microscopy (J son head, tapping mode)
Spectrophotometer (Nanodrop and Nanovue)

COMPUTER PROGRAMS

ImageJ	Excel
Maplesoft	Java
Python	MATLAB

UPPER DIVISION COURSEWORK

Differential Equations with Modeling, Calculus Sequence, and Linear Algebra (*audited*)
Genetics, Molecular Biology with laboratory, and Sensory Evolution (*ongoing*)
Modern Physics, Biophysics, Statistical Mechanics, and Intermediate Classical Mechanics
Advanced Topics in the Philosophy of Science

OTHER RELEVANT COURSEWORK

Accelerated Integrated Sciences Sequence (AISS) - a two semester interdisciplinary course for first year students, covered introductory physics, chemistry, and biology.
Introduction to Computer Science, Feminism and Science, and Statistics and Scientific Reasoning (*ongoing*)

OTHER SKILLS AND ACTIVITIES

Active member of Claremont's swing and blues dance communities
STAR Leadership Training – 9 week community leadership training course

GEOGRAPHY: Geographically Flexible, Northeast, Pacific Northwest,
 INDUSTRY: Consulting/Management, Environment/Sustainability, Health/Medicine,
Public Health, Scientific Research/Development

EDUCATION

Scripps College - Claremont, CA
Bachelor of Arts in Biology
 Grade Point Average: 3.5

Expected May 2015

RESEARCH EXPERIENCE

Keck Science Department – Claremont, CA
Senior Research Thesis Student

2014 -Present

- “The effect of membrane fluidity on the Unfolded Protein Response in *Saccharomyxetales cerevisiae* under BHT, BHT, and BPA stress”
- Designed experiments and analyzed data for an oral presentation, poster presentation, and written thesis

Research Assistant

2013 - 2014

- “The Impact of F-box Gene *At1g61340* on Salt Stress in *Arabidopsis thaliana*”
- Presented at West Coast Biological Sciences Undergraduate Research Conference at Azusa Pacific University

Boyce Thomson Institute, Cornell University – Ithaca, NY

Research Experience for Undergraduates – Plant Genome Research Program

Summer 2014

- “Transcription Factor ATML1 is needed for giant cell patterning on the *Arabidopsis* sepal”
- Performed experiments to construct a traceable gene and map the cell differentiation pathway
- Presented at the Plant Genome Research Program Undergraduate Research Symposium at Boyce Thomson

LEADERSHIP EXPERIENCE

Scripps College Residential Life

Resident Advisor

2014 - Present

- Assessed and adapt to uncertain situations; trained in conflict mediation, crisis response and management
- Design, produce, and present campus-wide programs addressing diversity, multiculturalism, community awareness, physical and mental health wellness, sexual assault, and academic needs

Sally Tiernan Field House - Claremont, CA

Building Manager

2014 - Present

- Monitored staff, building activities, and facility areas to insure high quality service, safety and security
- Identified and resolved immediate issues in the building, contacted appropriate staff, and completed reports
- Serve as the department monitor, assistant manager or manager to execute the emergency procedures

Head Lifeguard

2013 - 2014

- Composed lifeguard schedule, manages time off requests, and found short-notice substitutions
- Supervised over 50 patrons in and out of the pool as a in First Aid and CPR-AED certified employee

Lifeguard

2011 - 2013

Edward Madden Open Hearts Camp - Great Barrington, MA

Counselor and Lifeguard

Summers 2012, 2013

- Led 14 adolescents in a variety of indoor and outdoor activities to help teach the campers self-confidence
- Ensured the campers safety through understanding individual’s heart condition and adjusting activities
- Oriented new counselors and wrote councilors’ and campers’ schedules

SKILLS

- Computer: Microsoft Word, Excel, and Power Point
- Research: Real Time PCR, Quantitative PCR, Western Blots, Southern Blots, DNA, RNA, and protein extraction, BLAST Search, Sequence Alignments, Microarray Analysis, standard molecular biology techniques
- Certifications: Teal Dot Sexual Assault Prevention, Diversity Training, Professional Level First Aid, CPR-AED

ANNA S

GEOGRAPHY: Geographically Flexible, International, Northeast

INDUSTRY: [Law](#), [Museum Work](#), [Fundraising/Development](#)

EDUCATION

Scripps College Claremont, CA

May 2015

- Bachelor of Arts in French Studies and Art Conservation (Honors), dual major
- Current GPA 3.7, Dean's List Spring 2012 and 2013
- Thesis in progress: "Art and Nationalism in the First Republic, France" (working title)
- Activities: Board of Trustees student representative, yearbook photography editor, French tutor to 6 students, audit classes with Sotheby's Institute of Art Business, freelance photographer

Study Abroad Paris, France

Fall 2013 – Spring 2014

- Coursework with the École du Louvre and Sciences Politiques
- *Subject areas included Art History, Politics, Philosophy and Sculpture, all classes in French*

PROFESSIONAL EXPERIENCE

The Museum of Modern Art New York, NY

Development Intern

June – August 2014

- Discovered and researched potential and current donors with high giving capacity
- Compiled data for event analytics to improve the Museum's strategy and focus
- Handled confidential material concerning trustee giving to the Museum's expansion project

Hinshaw & Culbertson, LLP Chicago, IL

Marketing Department Assistant

May – June 2013

- Identified potential clients and updated over 900 current client contacts on an Excel database
- Collaborated with the graphic designer to produce promotional flyers and media for the firm, researched and profiled marketing strategies of similar law firms in Chicago

Attorney Research Assistant

Summers 2012, 2013

- Generated dozens of concise tables of Exhibits and authored client briefings
- Efficiently analyzed over 1,200 pages of highly technical medical and architectural documents for relevant information, pertaining to 5 cases; synthesized data clearly in abstracts

Ysla Battrell Photo Studio & Fine Art Gallery Wilmette, IL

Photography Assistant and Gallery Administrator

September 2009 – July 2012

- Edited and shipped client orders on Photoshop, assisted with over 100 photo shoots
- Planned and coordinated more than 20 gallery openings and conceptualized gallery layout with artists

SKILLS

- Fluent in verbal and written French, 8 years experience plus 9 months spent in Paris
- Experience with Salesforce, Microsoft Office and the Adobe Creative Suite

EDUCATION

Scripps College • Claremont, CA*Bachelor of Arts in Psychology • Feminist, Gender, and Sexuality Studies minor***(May 2015)**

- Relevant Coursework: Intro. Statistics; Organizational Psychology; Research Design; Cognitive Psychology; Psychology of Women; Seminar in Memory & Language; Organizational Behavior; Intro to Computer Science
- Dean's list scholar 2012 & 2013
- Thesis: "What is *she* doing here?: Implicit Barriers to the Tech Industry's Boys' Club"

EXPERIENCE

Career Consultant**(August 2014 – Present)***Scripps College • Claremont, CA*

- Work with approximately 10 Scripps students a week to edit their resumes and cover letters.
- Advise Scripps students on job and internship search process and networking tactics.
- Collaborate with 5 full-time staff and 4 student staff members to plan and execute projects and special events.

HR/Operations Intern**(May 2014 – Present)***Originate • San Francisco, CA*

- Revitalized company intranet to facilitate communication across the company internationally.
- Conceptualized and implemented a company-wide diversity initiative to foster inclusiveness and communication.
- Redesigned and successfully pitched new methodology to improve company onboarding.
- Assisted in planning 3-day retreat for 120 employees.

Blogger for Career Planning and Resources**(January 2014 – May 2014)***Scripps College • Claremont, CA*

- Responsible for publishing 400-600 word blog posts weekly about personal career development.
- Drive 40% of the blog's monthly 1,400 views, with clicks to my posts spiking at 150 per day.
- Coordinate with other members of the Career Planning and Resources team to provide Scripps students with resources that will help develop their future plans.

Advocate for Survivors of Sexual Assault**(October 2013 – October 2014)***Scripps College • Claremont, CA*

- Assisted in development and execution of an on-campus warm-line for survivors of sexual assault.
- Designed 10 hours of trainings to encourage community building within Advocates.
- Attended 40+ hours of training about supporting survivors of sexual assault, rape, domestic abuse, and childhood abuse.
- Collaborating with Advocates program to plan events to raise awareness about sexual assault issues on campus.

Peer Mentor Coordinator**(September 2013 – June 2014)***Claremont Colleges Ballroom Dance Company • Claremont, CA*

- Coordinated with members of leadership to address problems of retention and culture within the company.
- Restructured peer mentor program and conceptualized and executed training seminars for a peer mentors, teaching them how to use inclusive language, establish community norms, and create goals to improve and advance the company.
- Published the first alumni newsletter, team newsletter, and Code of Conduct.

Primate House Intern**(June – August 2012, May – August 2013)***St. Louis Zoo • St. Louis, MO*

- Responsible for care, maintenance, enrichment, and observation of 70+ monkeys and lemurs.
- Successfully optimized keeper workflow and interacted with zoo visitors.
- Helped execute annual event to educate visitors about animals and conservation efforts; conducted and compiled survey results regarding the event.

SKILLS

Computer: Learning JavaScript; Wordpress; Google Docs, Cal, Forms, Sites; SPSS; Microsoft Office Suite; CX**Language:** Conversational and written French**Scuba Certifications (PADI):** Advanced Open Water, Rescue Diver (Aug 2009), Boat Diver (Jul 2009), Digital Underwater Photography (Jul 2009), and Project Aware (Jul 2009)

ANNEMIEKE R

GEOGRAPHY: Geographically Flexible, Northern California and Bay Area, Northeast

INDUSTRY: [Environment/Sustainability](#), [Consulting/Management](#), [Scientific Research/Development](#),
[Government/Public Policy](#), [Social Services](#)

EDUCATION

Scripps College, Claremont, CA

Expected May 2015

- Bachelor of Arts in Environmental Analysis (biology)
- GPA 3.73
- Senior Thesis: Estimating the population size of wrinkle-lipped free-tailed bats, *Tadarida plicata* in Borneo using image counting techniques.

School for International Training, Comparative Ecology and Conservation Program, Ecuador September-December 2013

- Four classes and an Independent Study Project in Spanish using GIS to study land use in a cloud forest preserve

ENVIRONMENTAL EXPERIENCE

Vice President/Garden Leader for Enviro. Club, *Scripps College*, Claremont CA

August 2012 - Present

- Serve as student representative on the President's Advisory Committee on Sustainability: participate in biweekly meetings, subcommittees, student outreach, and write reports to the President
- Lead response at Scripps to the current drought in California through administrative change, awareness, and individual action in a student-formed Water Task Force
- Created a group called Scripps College for Sustainable Building to form a student-run endowment to fund LEED Certification. Coordinated regularly with 5-10 other students and staff members. Successfully achieved board approval for LEED Gold certification of the new residence hall
- Organized on-campus recycling campaign by working with four other students and a staff member to publicize recycling measures via social media and flyers
- Managed student garden by giving directions, providing supplies, and planning and overseeing progress

Remediation Intern, *Presidio Trust*, San Francisco, CA

June - August 2014

- Managed thousands of documents from 15 years of remediation projects by creating navigable databases
- Created GIS maps of active and completed remediation sites with relevant regulatory and technical data
- Participated in meetings and events with regulators and consultants

GIS and Data Intern, *Ålands Miljöbyrå* (Åland Government's Enviro. Agency), Åland, Finland

May - August 2013

- Independently reworked and updated database of information about endangered species, habitats, and nature reservations, extensively using GIS and Excel to make information easily accessible to the conservation bureau
- Participated in meetings and general office tasks, such as proofreading documents in English, attending department meetings and EU-project planning sessions, all in Swedish

Environmental Science Research Fellow, *Keck Science Department*, Claremont, CA

January - May 2013

- Collaborated with a faculty member on an independent soil and ecological project
- Planned and performed field and lab work; completed analysis, data calculations, report, symposium presentation

Field Assistant, University of Helsinki, Åland, Finland

July-August 2011

- Assisted in a plant ecology experiment by measuring leaves, assessing insect damage, and washing roots

ADDITIONAL EXPERIENCES AND ACTIVITIES

House Manager, *Scripps College Performing Arts Center*, Claremont, CA

October 2011 - Present

- Coordinate with organizers of talks, performances, and celebrations and manage teams of 1-4 ushers
- Enforce theater policies, present a respectable image of the theater, address needs of guests and performers

Dough Manager, *Scripps College Challah for Hunger*

September 2011 - Present

- Coordinate 1-3 volunteers for student-lead charity organization
- Make dough for dozens of loaves of challah every week, collaborate with kitchen staff

Figure Illustrator, *Statics and Dynamics* (text book), Åland, Finland

May - August 2012

- Interpreted hand-drawn figures and created new figures using Adobe Illustrator
- Created more than 200 graphs, mathematical representations, and 3D objects on the computer to demonstrate concepts in a sophomore engineering textbook

SKILLS

- Experience with GIS, Microsoft Office, Adobe Illustrator, social media (Facebook, Twitter, blogging platforms, Instagram)
- Fluent in Swedish, proficient in Spanish

ANTONIETTA I

GEOGRAPHY: Mid-Atlantic, Southern California

INDUSTRY: [Consulting/Management](#), [Education: General](#), [Event Planning](#),
[Health/Medicine](#), [Visual Arts/Design](#)

Education

Scripps College *Claremont, CA* **December 2014**
Bachelor's of Arts: Science, Technology, and Society while completing pre-health track

USC Davis School of Gerontology *Los Angeles, CA* **Summer 2011**
Studied cellular aging in Genova, Italy with Valter Longo

UCLA David Geffen School of Medicine *Los Angeles, CA* **Summer 2011**
Completed EMT certification

Presentations and Publications

Scripps Fall Research Symposium **2014**
Presented independent research completed with funding by a Mellon Foundation grant

I. Antonietta *Cutting Out Worry*. N.p.: Scripps College Press, 2014. Print. Artist Book created by hand on a letterpress

I. Antonietta "Cutting Out Worry: Popularizing Psychosurgery in America." Diss. Scripps College, 2014. Print.

Medical Experiences

Student Resource Advocate, City of Hope *Duarte, CA* **2013-2014**
Educated patients about the hospitals resources

Research Assistant, Virginia Tech Chemistry Department *Blacksburg, VA* **August 2013**
Performed nuclear magnetic resonance research on the isomers of C₄H₉Br
Basic maintenance on NMR magnets
Data Published in teaching materials for NMR Cozy Experiments

EMT, Elite Ambulance Company *Los Angeles, CA* **Seasonally 2012-2013**
Administered basic life support to patients en route
Drove ambulance

Shadowing: Orthopedic surgeon: Saint Vincent Medical Center *Los Angeles, CA* **2011**

Emergency Room MD: Kaiser Permanente *Los Angeles, CA* **2011**

Cardiologist: Good Samaritan Hospital *Los Angeles, CA* **2009**

Work Experience

Assistant to the owner, Cat in the Lotus Boutique *Glendale, CA* **June 2008- June 2014**
Design product displays and store window
Work cash register and customer service

Cake decorator, Our Daily Bread Bakery *Blacksburg, VA* **2008**
Mastered: constructing flowers, themed cakes, wedding cakes, and writing w/ frosting

Leadership Positions

President, Claremont Colleges Ballroom Dance Company *Claremont, CA* **2013-2014**
Visionary Leadership
Budget (\$50,000) and Logistics Management (including national travel)
Interpersonal skills and Education
Fundraising and Event Planning (over 200 attendees)
Marketing and Media (digital, social, and paper)

Founder, Etta's Cakes for Kids *Los Angeles, CA* **2008-2010 and 2015**
Baked and decorated custom birthday cakes for homeless children

Volunteer Activities

Teaching Assistant The Children's Ranch *Los Angeles, CA* **2008-2014**
Aided disabled children in therapeutic horseback riding sessions

BEATRICE S

GEOGRAPHY: Geographically Flexible, Northern California, Southern California

INDUSTRY: [Education: General](#), [Journalism](#), [Marketing/Advertising](#)
[Public Relations](#), [Publishing/Editing](#)

Education

SCRIPPS COLLEGE

BACHELOR OF ARTS IN CREATIVE WRITING FOR NEW MEDIA, MINOR IN MEDIA STUDIES

MAY 2014

- Senior Thesis: Gaming Stories: Narrative and (Co)Authorship in Role-Playing Video Games
- Related Coursework: Writing for Non-Profit Institutions, Fiction, Creative Nonfiction, Video Game Studies, Digital Media Studies

Professional Experience

WORDS BY BEA

FREELANCE WRITER AND EDITOR

2010 – PRESENT

- Pitch and write copy, press releases, articles, blogs, web content, non-profit grants, journalistic pieces, technical case studies, scripts, reviews, television/film pitches, and fiction
- Provide copy, line, and substantive editing for manuscripts, copy, and other written works
- Work with clients in technology, medical, publishing, marketing, new media, gaming, legal, and production
- Proficiency in AP, MLA, and Chicago styles and Wordpress, Tumblr, and Scalar CMS

CREATIVE CONTENT, LLC

2014 – PRESENT

EDUCATIONAL EDITOR AND WRITER

- Develop digital English language materials on liberal arts subjects to help students prepare for the TOEFL (Test of English as a Foreign Language)
- Write items and sample responses for English testing
- Proofread and edit textbooks for publication
- Write and edit articles for university curricula

IDENTIWRITE

2014 – PRESENT

HIGH-END COPYWRITER AND EDITOR

- Research, write, and edit copy for medical and legal clients
- Keyword optimize blogs and other content according to SEO best practices and client requests
- Post blogs, content, and images to publishing platforms and social media channels for promotion

LOCAL SURGE MEDIA

2014 – PRESENT

BLOGGER AND CONTENT WRITER

- Pitch, research, write, source images for, and edit blog posts for clients in a variety of industries
- Collaborate with guest writers or sponsors to create engaging promotional content

REZBIZ, LLC

2014 – PRESENT

RESUME, COVER LETTER, AND LINKEDIN CONTENT WRITER

- Research, write, and edit client resumes, cover letters, and LinkedIn profiles according to their wishes and industry standards to improve job prospects
- Complete continuing education training in job search counseling and resume writing
- Communicate directly with clients to ensure their satisfaction and success

SKY PUBLISHERS (REPUTATION.COM)

2011 – 2013

COPYEDITOR AND WRITER

- Edited clients' existing content to improve online reputation and SEO
- Wrote articles and biographies for individuals and businesses
- Regularly received bonuses for outstanding work and client satisfaction

Awards & Distinctions

Phi Beta Kappa Honor Society ▪ Scripps College Writing Major Senior Thesis Award for Excellence ▪ Mellon Undergraduate Research Fellow ▪ Mellon Pre-Thesis Fellow ▪ Senior Editor, *FIVE* Journal

BONNIE S

GEOGRAPHY: International, Mountain, Northern California and Bay Area

INDUSTRY: [Human Resources/Recruiting](#), [Museum Work](#), [Travel/Hospitality](#), [Start-Ups](#)

EDUCATION

Scripps College, Claremont, CA

Bachelor of Arts in Organizational Studies and Art History May 2015

- Thesis: A Space of Their Own: Three Case Studies on Single-Artist Museums

The University of St Andrews, St Andrews, Scotland, 2011-2013

School Year Abroad, Zaragoza, Spain, 2009-2010

JOB EXPERIENCE

Director of Female Staff and Sr. Counselor, **Geneva Glen Camp**, Indian Hills, CO Summer 2014

- Managed 52 female staff members in the top supervisory position. Responsibilities included dealing with confidential information, nurturing female counselors, responding to their physical and emotional needs ensuring every staff member understood their expectations and fulfilled them.
- Worked closely with male counterpart and administrative staff to organize staff members and campers into cabins to create dynamic groups of staff and campers.
- Monitored and evaluated staff's performance including reporting to directors and administrative staff, and worked with supervisory team of 5 coworkers to prepare and run staff meetings.

Turk Intern, **The Ruth Chandler Williamson Gallery**, Claremont, CA Fall 2013-Spring 2014

- Researched and wrote essays for new acquisitions, wrote press releases, updated and contacted alumni, and transcribed an extensive oral history.
- Produced catalogues including writing artist profiles, collecting images and reproduction rights for the checklist of works for 2 unique exhibitions and wrote the glossary of print-making terms for *Women and Print: a Contemporary View*.
- Co-curated an exhibition entitled *Drowning in Drought* with two other students. Selected works, created unique title, designed the placement and layout of the exhibition. Promoted event through social media advertising and planned and executed opening reception.

Event Assistant, **Susan Swartz Studio**, Kimball Winter Art Salon, Park City, UT February 2014

- Encouraged sales through building relationships with guests and providing informational support.
- Facilitated during set up of show including layout of works and measurement and hanging of art.
- Worked closely with Belgravia Gallery selling prints by Prince Charles and Nelson Mandela.

Head of Social Media, **Susan Swartz Studio** 2012-2014

- Coordinated Facebook and twitter accounts to acquire new followers and open lines of communication with collectors and interested clients.
- Worked directly with artist to present appropriate information regarding exhibitions, sales, and new works.
- Doubled number of Facebook likes.

Head of Rifles and Sr. Counselor, **Geneva Glen Camp**, Indian Hills, CO Summer 2013

- Created a safe learning environment and taught campers proper safety and use of rifles as well as trained and evaluated 20 staff members.
- Maintained the physical rifle range as well as guns including the cleaning of guns, stocking of rifles and rifle range, and managing of supplies.

SKILLS

Languages: conversational and written Spanish

Proficient in Microsoft Office, Power Point, Excel and Mac OS

First Aid/ CPR Certified

BRYNTE O

GEOGRAPHY: Hawaii, Northern California and Bay Area, Southern California

INDUSTRY: [Environment/Sustainability](#), [Event Planning](#), [Sales](#),
[Scientific Research/Development](#), [Technology](#)

EDUCATION

- Scripps College: Claremont, CA Expected 05/2015
- B.A. in Geology, with senior thesis analyzing the relationship between Maui's watershed's geomorphologic characteristics and its stream's baseflow recession constant
 - Dean's List: Fall 2011, Spring 2012
- Danish Institute for Study Abroad: Copenhagen, Denmark 08/2013 – 12/2013
- Study Abroad: focused on climate change and spent one week in Kangerlussuaq, Greenland observing the effects of climate change

EMPLOYMENT EXPERIENCE

- USGS Pacific Islands Water Science Center 06/2014 – 08/2014
Volunteer
- Conducted individual research to use in my undergraduate senior thesis
 - Calculated baseflow recession constants of streams on Maui and predicted relationships between the constants and the hydrogeologic settings of the streams
- Scripps College Mailroom: Claremont, CA 08/2012 - Present
Mailroom Clerk
- Sort incoming mail and retrieve packages for students, faculty, and staff
 - Answer questions about mail deliveries to the school
- Ululani's Hawaiian Shave Ice: Kihei, HI Summer 2012, 2013
Customer Service
- Took orders and made custom shave ice
 - Sold clothing merchandise
 - Greeted customers with a smile; engaged with them in conversation while making shave ice; directed them to various activities around the island
- Scripps College Registrar's Office: Claremont, CA 08/2011 – 12/2011
Student Assistant
- Organized student documents and class registration packets
 - processed official mail to be sent to various institutions
- Sun Flare Maui: Makawao, HI 2006 - 2011
Associate
- Wrapped and packaged soaps to be sent out to various stores across the island

SKILLS, EXTRACURRICULAR ACTIVITIES, VOLUNTEER HISTORY

- Proficient in Microsoft Office and ArcGIS, Basic Japanese
- Scripps College: Hui Laulea Hawaii Club (President), Hula Club (Co-President), Babes and Blankets (Vice President), Challah for Hunger (member)
- King Kekaulike High School: Student Government (President), National Honor Society (Vice President), Leo Club (Vice President), Japanese Club (Vice President), School Community Council (Secretary), Maui District Student Council Organization (Secretary), Advancement Via Individual Determination (tutor)
- King Kekaulike High School Varsity Tennis Team (2008-2011)
- Hula (Hawaiian Dance) with Halau Na Lei Kaumaka O Uka (1997-present); competed at the Merrie Monarch Hula Competition in 2008, 2010, 2011
- Pukalani Elementary School Math Counts team tutoring



Scripps College, Claremont, CA
Bachelor of the Arts, American Studies

Degree Received Jan. 2014

Administrative Assistant, DFPS-Child Protective Services, Houston, TX Aug. 2014-Current

- Perform all administrative duties directly for supervisor and a unit of 12 caseworkers. Additionally, perform duties as assigned and required to maintain unit operations when supervisor is unavailable or absence.
- Answer and screen telephone inquiries; takes and routes messages and records intake information for referral to caseworkers.
- Prepare and maintain statistical reports, leave and personnel records, case control systems, case records and related files for the unit. Function as the unit timekeeper and processes purchase orders as directed.
- Type correspondences, forms narratives, travel vouchers, meeting notes, performance evaluations, and other documents to support work of the unit and files related documents.
- Complete appropriate forms and documentation concerning client contact including data entry into IMPACT and other agency systems.
- Greets visitors, responds to general questions, and directs callers to proper location. Additionally, provide program and agency information and/or makes referrals to other community resources.

Administrative Assistant, The Senate Music Group, Burbank, CA Jan. 2014-Jun. 2014

- Interacted professionally with directors, creative independent contractors, managers, talent, and other industry personnel daily via email, phone, and in person.
- Scheduled meetings and rehearsals weekly, researched pertinent information, and communicated with all persons (band members, dancers, show participants, stylists, etc.) who were essential to the company's projects.
- Created, organized, and coordinated casting calls for music video projects to hire actors, dancers, and extras.
- Created day sheets, which are agendas for projects that include all personnel involved, their duties, and the time for frame for duties to be completed (**an example can be furnished upon request**).
- Primary contact for The Senate Music Group team and industry personnel who collaborated with The Senate Music Group: screened calls, responded to company emails in a timely manner, and coordinated logistics (food, transportation, contracts) for team members, hired help, and volunteers during projects.
- Acted as road manager for a Senate Music Group affiliated artist whose show was at AT&T Ballpark GDC Blowout Event in San Francisco, CA —organizing hotel rooms, transportation, meals, per diem, and creating day sheets for 20 persons involved in the show.

Administrative Intern, Impact Talent Group, Torrance, CA Sept. 2013-Dec. 2013

- Completed electronic submissions daily which were related to casting opportunities for our talent via LACastings, Casting Frontiers, and Breakdown Express.
- Interacted professionally with and offered assistance to agents, clients, and all persons who called and/or visited the Impact Talent Group office.
- Helped daily schedule appointments and auditions for current talent as well as interviews for potential clients.
- Assisted in organizing talent auditions for ITG agency as well as give input about taking on potential clients.
- Co-managed updates weekly for Impact Talent Group via Facebook and Twitter, in addition to restructuring the Impact Talent Group website and LinkedIn.

Counselor, Summer at Santa Catalina, Monterey, CA Jun. 2011-Aug. 2011

- Helped facilitate a sense of community at a sleep-away camp by implementing a proactive, hands-on curriculum for girls ages 8-15.
- Assisted faculty in Digital Photography course using Photoshop CS4.
- Co-led weekly off-site activities, around and outside the Monterey Bay Peninsula, personally responsible for 6-10 girls.

Additional Experience

Photo Lab Technician, Scripps College Art Department, Claremont, CA Sept. 2010-Mar. 2014

Social Media/Event Planning Intern, Affinity Nightlife, North Hollywood, CA Jun. 2013-Aug. 2013

Getty Multicultural Intern: Collections, RCW Gallery, Claremont CA Jun. 2012-Aug. 2012

PR Intern, Scripps College Office of Communications, Claremont, CA Sep. 2010-Feb. 2012

Clerk, Lawson's Automated Business Solutions, Long Beach, CA Jul. 2008-Dec. 2012



EDUCATION

Scripps College Claremont, CA	Expected May 2015
<ul style="list-style-type: none"> • Bachelor of Arts in Media Studies—Critical Studies • Senior Thesis: <i>eXplicit content: A Discussion of the MPAA Film Rating System and the NC-17 Rating</i> • Cumulative GPA: 3.7 	
Facultad Latinoamericano de Ciencias Sociales sede Argentino (FLACSO)/Universidad de Buenos Aires (UBA)	Spring 2014
<ul style="list-style-type: none"> • CIEE Spanish Language Study Abroad Program in Buenos Aires, Argentina with homestay 	
St. George's School Newport, RI	May 2011
CentroMundoLengua Cádiz, Spain	June-July 2010
<ul style="list-style-type: none"> • 1 Month Spanish Language Immersion Program with homestay 	
Geronimo (School Sailing Vessel, St. George's School)	April-May 2009
<ul style="list-style-type: none"> • 6 Week Academic Semester-at-Sea Program (Sailed from Puerto Rico to Newport, RI) 	

EXPERIENCE

Iron Way Films Production, Translation, Research Intern, Laguna Beach, CA	September 2014-present
<ul style="list-style-type: none"> • Translated Spanish and conducted public relations research for <i>Big Dream</i> (2014) 	
Scripps College Sallie Tiernan Field House Lifeguard, Claremont, CA	September 2011-Present
<ul style="list-style-type: none"> • Worked with a team to ensure safety of all patrons in and around pool area • Attended weekly in-service training to keep lifeguard, first-aid, and CPR/AED skills current 	
YMCA Camp Fuller Sleepover Camp Staff Member, Wakefield, RI	Summer 2011-Summer 2014
<ul style="list-style-type: none"> • Senior Cabin Counselor: Worked with a co-counselor to manage cabins consisting of 8 girls aged 13-15 • Windsurfing Instructor: Taught basic and advanced skills to groups of up to 4 campers aged 7-16 • Lifeguard: Individually oversaw entire waterfront areas containing 10-50 campers aged 7-16, worked with a team of lifeguards as part of the emergency response team for potential drowning victims 	
Flickers: Rhode Island International Film Festival (RIIFF) Public Relations Intern, Providence, RI	January-February 2014
<ul style="list-style-type: none"> • Wrote and Published a featured posting on the RIIFF Blog: "RIIFF Alumni Showcase Interview: Director Mark Gill" • Sorted and provided feedback to supervisors on festival submissions (short and feature-length films, scripts) • Event Planner for The Red Carpet Experience: Providence <ul style="list-style-type: none"> ◦ Drafted invitation letters to Producer's Circle and Dream-Maker Award winners and honorees, organized and managed silent auction and gift bag donors as well as food and drink sponsors • Operated the festival's main phone line and worked directly with festival supervisors on a daily basis 	
Africa Media Wildlife Documentary Film Intern, Mossel Bay, South Africa	July 2013
<ul style="list-style-type: none"> • Writer, Director, Editor: <i>Draw the Line: An Exploratory Documentary</i> (2013) • Learned digital photography/videography and Adobe Premiere editing software • Shot footage of wildlife for Africa Media and Ocean's Campus and Research Center 	
The Scripps Voice (newspaper) Staff Writer, Claremont, CA	January-May 2013
<ul style="list-style-type: none"> • Wrote bi-weekly movie reviews and editorials distributed to the publication's 1000+ readers 	

AWARDS AND HONORS

Scripps College: The Sands Essay Award for Excellence in Freshman Writing Nominee for partial scholarship	December 2011
National Spanish Honor Society: Martín Fierro Chapter Inductee	December 2010
Aquidneck Island High School Poetry Competition Winner	April 2010

SKILLS

Media: basic editing for Adobe Photoshop and Premiere, proficient in Final Draft, proficient in social media outlets (Facebook, Twitter, YouTube, Tumblr, Instagram)

Computer: Proficient with Mac and PC computing, Microsoft Office, and GoogleDocs, basic HTML skills

Photo/Video: Basic production and editing skills for digital as well as black & white photography/videography

Language: Proficient in reading, writing, and speaking Spanish

Writing: Screenwriting, newspaper, memoir, blog, academic, and poetry writing skills

INTERESTS

Travel (have visited 5 continents and 22 countries/territories), Film and Television, Literature and Writing, Language and Culture

CAROLYN F

GEOGRAPHY: Northern California and Bay Area, Southern California

INDUSTRY: [Investment/Finance](#), [Marketing/Advertising](#), [Start-Ups](#), [Technology](#)

Education

Scripps College

Expected 2015

Economics Major and Computer Science Minor

Scripps College Economics Society

Experience

Murmur: Vice President of Growth

October 2014 - Present

- Responsible for development and implementation of growth strategy. Communicate with consumers and development team to customize the brand.
 - Backend coding of blog and website design in HTML and CSS through Wordpress and Squarespace.
 - Establish relationships and coordinate interviews with influential tastemakers.
 - Manage brand content and consistency across website, blog, app, and social media.
 - Social media growth between October and December 2014: Instagram +323%, Twitter +35%, and Facebook +4%.

Siemens Software Product Lifecycle Management: Internship

April 2013 - November 2014

- Created framework for large project within NX software for CAD, CAM, and CAE design, simulation, and manufacturing in C/C++.

Scripps College Annual Fund: Fundraiser

September 2011 - May 2013

- Cold called alumnae and parents. Averaged 130 calls in 3-hour shift. Used communication and negotiation skills for soliciting donations for the Annual Fund through phone calls with alumnae and parents. Developed new script for future callers emphasizing personal rapport.
 - Awarded "100 Grand Award" for 2012-2013 academic years for raising \$100,000 in two years of employment.
 - Achieved a personal average pledge rate of 85.9% and fundraised \$39,280 in Fall 2012 semester.
 - Awarded "Credit Card Wiz Award" for 2011-2012 academic years for securing the most credit card donations of all employees.

Wyzant: Tutor for Elementary, Middle, and High School Students

September 2011 - Present

- One on one and group tutoring for a variety of Elementary, Middle, and High School subjects.

ICES Education: Program Leader

Summer 2012

- Taught modified engineering design process to youth of diverse and low-income backgrounds.

Technical Skills

- Programming Experience: C++, Python, Racket, Prolog, Java, and JFLAP
- Software Experience: MATLAB, SolidWorks, and NX

Education

Scripps College, Claremont, CA

Bachelor of Arts in Psychology

Expected May 2015

- Cumulative GPA- 3.80, Dean's List Spring 2012- present
- Major GPA- 3.72
- Thesis: how having an imaginary friend in childhood impacts adult personality and creativity

Danish Institute of Study Abroad, Copenhagen, Denmark- Semester Abroad

Fall 2013

Research and Work Experience

Research Assistant, Adult Development Lab, Scripps College, Claremont, CA

May 2013- present

- Guide participants through and follow research procedures accurately
- Attend lab meetings and assist in data analysis as necessary
- Training in EEG and pupillometry lab equipment and NIH ethics

Senior Interviewer, Office of Admissions, Scripps College, Claremont, CA

September-December 2014

- Interview applicants and assess fit with the college, compile reports for admissions process
- Represent the college accurately and honestly to applicants and prospective families
- Engage with students and families as ambassador of the college

Research Assistant, Cognition and Development Lab, Yale University, New Haven, CT

June-July 2014

- Assisted with experimental design and stimuli development for data collection
- Analyzed and organized collected data, presented findings at lab meetings weekly
- Recruited and tested over 100 children in museums and in lab for 3 different developmental projects

Phonathon Caller, Scripps Fund, Claremont, CA

October 2012-May 2014

- Contacted Scripps College community members to strengthen affinity
- Secured financial giving towards institutional advancement

Admissions Tour Guide, Office of Admissions, Scripps College, Claremont, CA

January 2012- May 2014

- Interact with prospective families and students, answer questions about the college
- Act as an ambassador and representative of the college and its community

Camp Counselor promoted to Science Counselor, Hidden Pines Ranch, Stillwater, MN

June–August, 2012-2013

- Taught enriched lessons in various summer activities and skills
- Fostered a fun and safe environment for campers of various ages
- Developed active, outdoors-based science curriculum adaptable to ages 5-10

Volunteer Experience

Productions Manager, Challah for Hunger, Scripps College, Claremont, CA

May 2012-May 2013

Challah for Hunger is a non-profit supporting refugee efforts in Darfur through sales of challah bread

- Ordered and maintained supplies, improved organization and operation of non-profit activities

Peer Mentor, New Student Program, Scripps College, Claremont, CA

August 2012-May 2013

- Planned events related to first-year student experiences and college transition
- Participated in diversity and inclusivity training and emergency response training

Student Volunteer, Claremont Children's School, Claremont, CA

October-December 2012

- Assistant-led selected lessons in kindergarten class room of 10-15 students
- Observed and designed math education activities in independent education curriculums
- Facilitated educational play while observing student inclinations and methods

Skills and Awards

Computer: Microsoft Office Suite, SPSS 19 Statistics Program, AMOS 19 Software, Qualtrics survey site, Wilson-Bennett phone technology
 Advanced Level in Spanish Language

CARRIEL

GEOGRAPHY: Mountain

INDUSTRY: [Architecture/Planning](#), [Event Planning](#), [Environment/Sustainability](#),
[Human Resources/Recruiting](#), [Marketing/Advertising](#)

EDUCATION

Scripps College, Claremont, CA

May 2014

Bachelor of Arts, Humanities Major with Urban Studies Focus, Art Minor
Capstone Day Scholar, honor for senior thesis on Berlin's Alexanderplatz
IES Metropolitan Studies Program, Berlin, Germany (Spring 2013)

EXPERIENCE

Rivera Lodge Bed & Breakfast, Pinedale, WY

June - October 2014

Lodge Manager (promoted from Intern position in 2013)

- Oversaw all seasonal lodge operations, such as implementing new and maintaining existing sustainable practices, small business marketing strategies, social media and advertising efforts, budgeting, and grant writing for historical architecture grants
- Sourced local, fresh ingredients for catering and lodge dining
- Designed and developed logo graphics and merchandise

Motley Coffeehouse, Claremont, CA

August 2013 – May 2014

Products 1 Manager

- Managed a \$120,000 annual products budget and maintained weekly inventories for non-profit, sustainable and fair-trade business, created and maintained cost effective supply from national distributors to restaurant
- Developed and maintained professional relationships with vendor representatives, helped to hire, train, and supervise 50 employees as part of management team
- Attended the Natural Products Expo West

Rivera Lodge Bed & Breakfast, Pinedale, WY

June – August 2013

Intern

- Participated in Young Women's Entrepreneurial internship where I learned the demands of starting and owning a small business

Motley Coffeehouse, Claremont, CA

August – December 2012

Products 2 Manager

- Managed a \$40,000 budget and coordinated with local vendors, coffee roasting company, and student bakers
- Organized events to engage student community regarding supply chains

Amy's Farm, Ontario, CA

January – May 2012

Intern

- Participated in sustainable community farming by harvesting 100 lbs. of produce weekly to distribute to local shelters and non-profit organizations

INTERESTS

Book arts, graphic and web design, swimming, yoga, cooking Indian food



CHAYAPA C

GEOGRAPHY: International, Northeast, Southern California

INDUSTRY: Consumer Products/Retail, Entertainment, Event Planning,
Marketing/Advertising, Visual Arts/Design

Education Scripps College, Claremont, CA Expected 2015
Bachelor of Arts in Media Studies
Nominated for Honors program

Senior Thesis Capstone Project Fall 2014

- Combination of Thai sex worker's dream, Scripps College student dream, photography, make up design, and Adobe Photoshop
Portfolio available upon request

Achievements and Awards in College

- MC for International Gala Fashion Show (2011-12)
- International Gala Fashion Show Host and Coordinator (2012-2013)
- Core 3 Film Festival Advertising & PR director (2012-2013)
- Nominated the for Core Humanity Scholar Program (2013)

Work Experiences

July – August 2014

- Paid Internship at Phatra Securities Thailand – Private Wealth section
 - Analyzes stocks market, attend daily morning global and domestic market briefing to collect data and present to the brokers as well as analyzes case with other Private Wealth managers, and present options to the clients.

July – August 2013

- Internship at Bangkok Bank
 - Elected Vice President of Student Internship Program '61 and voted as the star intern of the 61st generation.
 - Organize “Thailand’s Rent a Runway” business plan project as a team and present to the Bangkok Bank’s executives.

January 2013

- Volunteer staff at the Grand Opening event of Siam Center
 - Coordinated with Hollywood superstars, namely Adrien Brody, the Winner of the Oscar Award for Best Actor “The Pianist”, Leighton Meester and Ed Westwick, a couple from popular teen drama television series “Gossip Girls” for press conference and the event. June – August 2012

Spring 2011

- Training at Tue Co.,Ltd, No.1 event organizer in Thailand
 - Assigned to work at Bangkok International Fashion Week (BIFW), the regional Asia Fashion Show at Siam Paragon featuring French Luxury brands and more than 20 Top Thai Designers on 4 day shows
 - Participated the backstage management team
 - Coordinated and assisted with International designers and models.

CHRISTIE K

GEOGRAPHY: Northeast, Northern California and Bay Area, Southern California

INDUSTRY: [Finance/Banking](#), [Journalism](#), [Law](#), [Marketing/Advertising](#), [Start-Ups](#)

EDUCATION

Scripps College, the Claremont Colleges (Claremont, California)

Expected May 2015

- Bachelor of Arts in English with Honors.
- Thesis: *The New Obscenity Standard in United States v. One Book Called Ulysses (1933)*

RELATED EXPERIENCE

Morrison & Foerster LLP, Paralegal Intern (San Francisco, CA)

June 2014-August 2014

- Assist in discovery requests such as perform document review and organization.
- Retrieve cases from legal databases such as Westlaw, NexisLexis, and HeinOnline.
- Conduct factual research such as examine public records and monitor proceedings.
- Bluebook, Shepardize, cite check, and proofread briefs.

Sallie Tiernan Field House, Customer Service Associate (Claremont, California)

August 2011-May 2013

- Responded promptly and concisely to inquiries regarding equipment and programming in person and via phone.
- Executed proper cash control procedures, including sales and till balance.
- Completed administrative paperwork, including building and inventory counts.

Clark Humanities Museum, Museum Assistant (Claremont, California)

January 2012-Present

- Perform general administrative tasks involving use of office machines and computer software.
- Contribute to the planning and execution of special events such as the Scripps Collectors' Circle.
- Monitor security, surveying museum patrons and activating/deactivating alarm systems.

OTHER EXPERIENCE

The Golden Antlers, Copy Editor (Claremont, CA)

October 2013-Present

The GA is a parody news organization reporting on the Claremont Colleges campus news.

- Collaborate with a team of writers and editors to produce breaking news stories under deadline pressure.
- Edit articles for copy, prose, voice, spelling, grammar, and SEO optimization using AP Style.
- Spearhead articles on Scripps College, pitching ideas to writers and following up with comments on GoogleDocs.
- Promote GA by sharing and commenting on other relevant websites to increase visibility and traffic.

Scripps College Office of Communications & Marketing, Intern (Claremont, CA)

August 2013-August 2014

- Pitch and write feature stories and news releases for the Office of Communications & Marketing [website](#).
- Conduct and transcribe interviews with students and alumnae for Scripps College Magazine.
- Support special event coverage and promotion, including preparing and distributing press kits.

PRÊT-À-PORTEUR., Founder (Los Angeles, CA)

January 2014-Present

"Ready-to-wear for girls who drink their coffee black."

- Write fashion and beauty related articles for the website: [pret-a-porter-blog.tumblr.com](#).
- Field traffic from 1,000+ followers, offering fashion and beauty advice and responding to general inquires.

SKILLS

- Language: Bilingual in English and Korean, both written and verbal.
- Computer: Fluent in both Mac and PC platforms.
- Software: Expert of all Microsoft Office applications, including Excel and PowerPoint.
- Social Media: Knowledge of multiple social media platforms, including Facebook and Twitter.

CHRISTINA W

GEOGRAPHY: Southern California

INDUSTRY: Consulting/Management, Entertainment, Performing Arts,
Social Services, Visual Arts/Design

EDUCATION

- Scripps College - Claremont, CA Expected Graduation, May 2015
- ❖ Bachelor of Arts in Psychology
 - GPA 3.45
 - Thesis Topic, *Interpersonal communication satisfaction of introverts and extraverts during face-to-face versus instant messenger conversations*
 - ❖ Junior Fellow, Humanities Institute Expected Completion, May 2015
 - Lecture series entitled "Concepts of Self" which examined multicultural and interdisciplinary understandings of the self, where they come from, how they relate, what purpose they serve, and what their broader applications are
 - ❖ Psi Chi Chapter President September 2014 – May 2015
 - Facilitated club meetings, managed official newsletter and e-mails, coordinated the mentorship program, supervised budget use, organized and hosted events, scheduled guest speakers

WORK EXPERIENCE

- House & Pet Sitter - For multiple home owners in Pasadena, Altadena, and Los Angeles, CA July - December 2014
- ❖ Managed medium to large homes while owners were away during holidays, family vacations, multi-week business trips, and month-long traveling periods abroad
 - included feeding, medicating, and tending to pets (dogs, indoor/outdoor cats, snakes), ensuring that the houses looked actively lived-in (bringing in mail, turning on lights at night, etc.), watering plants, and supervising hired hands, including workmen, house painters, gardeners, and cleaning staff
 - each owner has recommended house and pet sitting services to other home owners, and currently serves as a reference
- Intern - Ability First, Claremont, CA February - May 2014
- ❖ Facilitated and supervised group activities, including field trips, for children and teens with special needs
 - ❖ Utilized psychology education and past experience with special-needs children in order to navigate sensitive matters and create a sense of mutual understanding between the participants and their on-site caregivers
 - ❖ Ensured that parents and at-home caregivers felt comfortable leaving their children at the center each day by remaining honest and transparent in what their children experienced (activities, emotional patterns, behavior changes, possible concerns, etc.)
- Volunteer - Boys & Girls Club of America, Pomona, CA February - May 2013
- ❖ Supervised children and teens ages 6 - 17
 - included assisting with homework, ensuring that children played safely, maintaining order, and organizing group activities
- Intern/Teacher's Aide - The Children's School at Claremont McKenna College, Claremont, CA October - December 2012
- ❖ Supervised children ages 2 - 3 during classroom and outdoor activities
 - included maintaining a safe and positive playtime experience, reading aloud, managing snack time, cleaning up craft supplies, and assisting the teacher in watching the children
- Assorted Theatre Stagecraft Positions - Oakwood School, North Hollywood, CA October 2009 - May 2011
- ❖ Filled the roles of stage manager, house manager, properties manager, set designer, and box office manager
 - ❖ Constructed sets, painted backdrops, designed, crafted, and maintained on-stage props and costumes, managed backstage crew and actors during performances (making sure that people are in their places, keeping track of crewmembers' responsibilities, collecting contact information, etc.), managed ticket purchases, thoroughly inspected theatre, backstage, and workshop cleanliness and organization, and provided emotional support for those who had difficulty with the high-stress environment.
- Junior Counselor - Crestview Preparatory School, La Cañada, CA June - August 2005, 2008, 2009
- ❖ Assisted teachers in the classroom, supervised playground activities, and chaperoned field trips during the "Summer Blast!" program for children ages 5 - 12

SKILLS

Computer Proficiency

- ❖ Microsoft Office programs, Quicken, Adobe Lightroom, Paint.NET
 - mild exposure to Adobe Photoshop and EmbARK Gallery Systems software
- ❖ Specialization in online research and item finding, especially in regards to costuming

German Language Skill

- ❖ Completed advanced-level language courses, including writing composition

CLAIRE H

GEOGRAPHY: Northern California and Bay Area, Southern California

INDUSTRY: [Fundraising/Development](#)

EDUCATION

Scripps College, Claremont CA

Bachelor of Arts Feminist, Gender, and Sexuality Studies and Philosophy

Expected May 2015

- Honors Thesis: *"Carceral Humanism and Ethics of Care in Gender Responsive Incarceration"*

EXPERIENCE

Fundraising Intern *Californians United for a Responsible Budget*

September 2014 – January 2014

- Composed and edited organizational grant proposals and LOI's, on fundraising team.
- Used SALSA Fundraising Software Program to grow base and send email blasts for campaigns
- Coordinated events, met with donors and assisted in ongoing organizational development strategies.
- Assisted in end of year fundraising campaign including an end of year mailing, social media push and #GivingTuesday campaign, surpassing fundraising goals and increasing organizational capacity.

Residential Advisor *Scripps College*

Academic Year 2014 - 2015

- Required to think and work quickly and clearly under pressure; trained in conflict mediation, crisis response and management, understanding and navigating diversity and difference
- Responsible for residence hall of 80+ students; act as mentor, leader, resource, and trusted source of support for students. Mediate conflicts and enforce college policy.
- Design, produce, and present campus-wide programs with 150+ attendees on a variety of programs including multiculturalism, alcohol awareness, health wellness and sexual assault

Course Assistant, *Feminisms in Community, Scripps College*

September – December 2014

- Assisted Professor in facilitating course discussions and coordinated course community engagement on and off campus. Guest lectured on current climate on incarceration in California.
- Managing and overseeing the organization of week long "Prison Justice" Event series (Nov 2014)

Advocacy and Policy Intern *Californians United for a Responsible Budget*

Academic Year 2014 -2015

- Monitored 40+ California Assembly Bills related to criminal justice and incarceration, Engaged with local legislation on expansion plans, and disseminated letters of support and opposition
- Developed comprehensive outreach presentations on topics from immigration and incarceration to Gender Justice. Facilitated community discussions and workshops, lead outreach presentations.
- Assisted in planning and executing statewide day of action against with 3 local events with over 300 participants and over 10 other organizations

Scripps College Advocate for Survivors of Sexual Violence, *Scripps College*

Summer 2014

- Assisted in development and execution of an on-campus warm-line for survivors of sexual assault.
- Attended 25+ hours of training about supporting survivors cope with sexual assault, rape, domestic abuse, and childhood abuse to provide support for Survivors and those impacted by sexual violence.

AWARDS & HONORS

Academic year 2013-2014

Napier Fellow, *nominated by Scripps College for leadership in areas of peace, justice, and sustainability*

Recipient of Mellon Pre Thesis Research and Engagement Fellowship

Scripps College Humanities Institute Junior Fellow, *Fellowship on "Feminisms and the Radical Imagination"*

Tufts University "The Future of Feminisms" Conference 2012 Selected presenter

ACTIVITIES & RELEVANT COURSEWORK

Member of the LA No More Jails Coalition, Tufts University Swim Team, ATO of Massachusetts Fraternity

Relevant Courses: Feminisms in Community (Fall 2013), Feminist Intersectional Leadership (Spring 2014), Women, Crime, and Punishment (Spring 2014), Writing for Nonprofits (Spring 2015)

CLEA H

GEOGRAPHY: Midwest, Northeast, Southern California

INDUSTRY: [Health/Medicine](#), [Journalism](#), [Publishing/Editing](#), [Social Services](#), [Start-Ups](#)

EDUCATION

Scripps College, Claremont CA

- Bachelor of Arts in English with an Emphasis in Creative Writing; Minor in Biology
- GPA 3.72; Dean's List 2011, 2012, 2013, 2014

Expected May 2015

EXPERIENCE

Intern

American Friends of Magen David Adom, Los Angeles, CA

January 2014-present

- Coordinate successful event planning and management between host venue, organization, and guests
- Concisely communicate information between donors and office staff
- Educate constituents about the organization's values and missions
- Optimize office workflow

First Responder

Magen David Adom Ambulance Corps, Tel Aviv, Israel

August 2013-January 2014

- Diagnosed and provided basic life support to patients in emergency medical situations
- Collaborated with group of 3 EMS teammates to safely transport patient to local hospitals when necessary
- Communicated between patients, team members, ambulance dispatchers, and hospital staff to maintain consistent patient care
- Provided highest possible level of patient care for all individuals in the Tel Aviv region

Research Assistant, Toxicology Unit

Assaf Harofeh Medical Center, Zerifin, Israel

August 2013-January 2014

- Completed 4 literature reviews for ongoing studies in teratology
- Administered lengthy research questionnaires (in both English and Hebrew) to patients on Labor & Delivery floor
- Entered data and reported preliminary findings to research coordinators

Summer Intern

White Plains Hospital, White Plains, NY

May 2013-July 2014

- Completed 3 major LEAN projects for the hospital's operating room
- Collaborated as part of an 8-member team of interns to direct hospital workflow
- Served as liaison between patients, medical staff, and administrators to maximize efficiency within the organization
- Created and presented final project to hospital executives regarding the importance of animal therapy in hospital settings

Senior Counselor

Jewish Community Center Day Camp, Woodbridge, CT

June 2008-August 2011

- Ensured safety of campers (ages 4-14) throughout the day, including during daily swim period
- Coordinated daily transportation for bunk of 12-15 campers
- Entertained and engaged with campers, paying particular attention to those with social and behavioral problems
- Maintained clear communication with co-counselor and management staff

SKILLS AND INTERESTS

- Certified First Responder for Magen David Adom
- Certified in Basic Life Support (including AED and CPR) by American Heart Association
- Fluent Hebrew
- Conversational French
- Comfortable with both Mac and PC platforms
- Proficient in Microsoft Office Suite, Adobe Suite, and Raiser's Edge 7 software



DANICA H

GEOGRAPHY: Geographically Flexible, Northern California and Bay Area, Southern California

INDUSTRY: [Education](#): [General](#), [International Relations](#), [Language/Culture](#)

Education

Scripps College, Claremont, CA Expected May 2015
Bachelor of Arts, dual major, 3.70 GPA
Middle East and North Africa Studies & Anthropology

School for International Training: Tunisia September - December 2013
Emerging Identities in North Africa
Independent Project: Rappers and Rap Music in Post-Ben Ali Tunisian Society

Senior Thesis

Nonproliferation and Ideology: The Cultural Hierarchy of WMDs in the Middle East

Work Experience

Student Assistant, Office of the Registrar, Scripps College August 2011 - Present
-Provided clerical support for the Registrar Program Coordinator and Registration Specialist
-Maintained student files, prepared transfer credit, and maintained student degree requirements
-Archived all Scripps student files from the college's founding year of 1926 to 2000

Research Assistant, Center for Nonproliferation Studies June - August 2014
Monterey Institute of International Studies, Monterey, CA
-Edited and updated Middle East Nuclear Threat Initiative (NTI) Country Profiles
-Conducted research in English and Arabic for the 2014 NTI Illicit Trafficking Database
-Assisted staff with Arabic captioning of chemical weapons tutorial YouTube videos
-Independent research on Israeli nuclear policy and a WMD-Free Zone in the Middle East
-Attended approximately 50 lectures by professors and guests of CNS and MIIS

Student Intern, Student Learning Center June - August 2012
Defense Language Institute Foreign Language Center, Monterey, CA
-Assisted with the Introduction to Language Studies orientation program for all military students
-Provided administrative support to the Office of the Dean and operations staff
-Created and processed all evaluation forms for ILS classes, workshops, and advising programs

Leadership Experience

Student Representative, Committee on Study Abroad, Scripps College September 2014-Present
Co-President, Mood Swing A Cappella, Claremont Colleges September 2014-Present
Co-President, Arabic Club, Claremont Colleges September 2012 - May 2013

Awards

Scripps College Humanities Institute Junior Fellow Spring 2013
Scripps College Student Employee of the Year Nominee Spring 2013
Scripps College Academic Dean's List 4 semesters

Languages

Modern Standard Arabic Intermediate
Lebanese and Tunisian dialects Beginning

Theater

FOUND: A Woman's Experience through the Armenian Genocide April 2014

Interests

International education, Middle East WMD policy, diaspora and nationalism, linguistic anthropology, ethnomusicology

DEVIKA A

GEOGRAPHY: Northeast, Northern California and Bay Area, Southern California
INDUSTRY: [Education: General](#), [Human Resources/Recruiting](#), [International Relations](#),
[Law](#), [Public Relations](#)

EDUCATION

- Scripps College**, Claremont, USA **Class of 2015**
Bachelor of Arts in Philosophy and Hispanic Studies
- Fellowship at the Scripps Humanities Institute
 - Dean's list Fall 2011, Fall 2012, Fall 2013
 - Dissertation on the ethics of a Retributive system of punishment
 - GPA of 3.6
- Institute for the International Education of Students**, Granada, Spain **Fall 2013**
- Completed 4 courses instructed in Spanish language in the fields of History, Gender studies, Film, and Art & Architecture
 - Elected to be a member of the Student Council that organized activities, logistics, and mediated student-teacher issues
- Mahindra United World College of India**, Pune, India **Class of 2011**
International Baccalaureate
- Higher-level courses in Economics, Biology, English and Art

EXPERIENCE

- Teach for India**, New Delhi, India **July – September 2014**
Intern
- Worked with fifty students in an Indian government school on an intensive grammar course and various art projects.
- European Union Center of California**, Claremont, California **June – July 2014**
Student Research Grant
- Received a thesis grant that enabled me to visit Norway and research the ethics, design, and efficiency of the Norwegian prison system.
 - Interviewed the heads of different prisons, prison guards, social workers and conflict mediators.
 - Wrote an ethical analysis of the Norwegian and U.S. prison systems using this research
- Heineken International, B.V.**, Amsterdam, The Netherlands **June – August 2012**
Intern in Global Corporate Relations, Department of External Communications
- Carried out the risk-assessment of Heineken's advertisement 'The Voyage', specifically pertaining to the use of animals and possible activist views in opposition.
 - Presented research on innovative brand marketing with respect to design and social media.
 - Completed a report on the Heineken Global Strategy 2012 for the Heineken International employee website.
- Scripps College Office of Communications and Marketing**, Claremont, USA **August 2011-May 2012**
Intern
- Responsible for photographing on-campus events and writing summaries of each event for the Scripps College website.
 - Assisted in creating, advertising and reporting specific events for the intercollegiate Keck Science Department.
 - Contributed articles for the Scripps College monthly magazine for students, professors, parents, and alumni.
- Development Alternatives NGO**, New Delhi, India **June - August 2011**
Intern
- Responsible for carrying out research on affordable water purification methods being used around the world.
 - Regularly collected primary data on the sanitation needs of locals in urban villages.
 - Performed water-purity checks in the lab to record the water quality in different parts of Delhi.
- Paud Children's Home**, Paud, India **2009 - 2011**
Volunteer
- Member of a group that organized activities for the children of an orphanage in the rural outskirts of Pune.

SKILLS

Fluent languages: English, Hindi, Spanish
Computer skills: Microsoft Word, PowerPoint, AdobePremierPro, Photoshop, Excel, J-Stor

ELIZABETH N

GEOGRAPHY: Geographically Flexible, Northeast, Pacific Northwest
INDUSTRY: Consulting/Management, Health/Medicine, Scientific Research/Development

EDUCATION

Scripps College, Claremont, CA

- Bachelor of Arts, Major in Chemistry, Minor in Music, Pre-Medicine Expected May 2015
- Senior Thesis: Synthesis of a Novel Organoplatinum (II) Compound: (TpyO)PtMe
- Related Coursework: HIV/AIDS: Science, Society, and Service; Organic Chemistry with Laboratory; Advanced Chemistry Laboratory; Principles of Physical Chemistry I; Inorganic Chemistry; Calculus I and II; Psychological Statistics; Genetics

EXPERIENCE

Teaching Assistant for Scripps College Academy, Claremont, CA September 2014 – Present

- Collaborate with PI to develop a semester-long curriculum to introduce 7 high achieving underrepresented students to an inorganic synthesis lab environment as a part of the Math and Science Scholars program
- Independently lead discussions and reactions with students each week while teaching proper lab and safety technique
- Support students in the development of their final presentation

General Chemistry Tutor, Scripps College, Claremont, CA September 2012 – present

- Create individualized lesson plans to guide up to 4 students a semester in one-on-one weekly tutoring sessions
- Demonstrate superior understanding of techniques and present difficult material in ways to best suit each students' learning style

Club Leader, Socializing with Scientists, Scripps College, Claremont, CA August 2014 – present

- Organize department-wide events for students and professors to promote community
- Host monthly meals with professors to enable students to spend time with professors outside of a classroom setting

Sales Associate, Math'n'Stuff, Seattle, WA June 2014 – present

- Maintain a thorough knowledge of the in-store products as well as store events to best assist customers
- Prioritize store needs to ensure that orders are checked in, shelves are stocked, the register is maintained, and that online orders are fulfilled

Peer Mentor, New Student Program, Scripps College, Claremont, CA August 2012 – May 2013

- Supported 7 first-years in their transition to college
- Collaborated with Resident Advisors and other Peer Mentors to organized monthly programs in order to provide academic support, social opportunities, and stress relief, as well as cultivate a safe and welcoming community

SKILLS AND ACTIVITIES

Varsity Springboard Diver, CMS Dive Team, Scripps College, Claremont, CA September 2011 – November 2012

- Planned and participated in team events and gatherings to encourage team spirit, positive attitude, and good sportsmanship
- Practiced and competed 15-20 hours per week

Outdoors For All Volunteer, Seattle, WA November 2010 – February 2011

- Adapted traditional ski instructing methods with a co-instructor to facilitate effective methods of communication with a nonverbal autistic student
- Set daily goals with student and co-instructor to provide a reliable pattern for the students comfort while promoting technique development

Technology: Proficient with Mac OS X, Windows, Microsoft Office, ChemDraw; Familiar with Maple 17

Language: Intermediate German

Medical Shadowing: Dr. Michelle Matin (family medicine, the Polyclinic); Dr. Kim Abson (dermatology, the Polyclinic)

Dual Bachelor of Science and Bachelor of Arts Degree Program

• Columbia University, The Fu Foundation School of Engineering and Applied Science, New York, NY
Bachelor of Science, Biomedical Engineering; Concentration in Biomechanics

- 3.43 GPA

• Scripps College, Claremont, CA

Bachelor of Arts, Humanities, Cum Laude

- Dean's List: Spring 2010- Spring 2012
- 11.33 GPA (3.8 equivalent on 4-point scale)

Albuquerque Academy, Albuquerque, NM

Graduated May 2009 Cum Laude with cumulative GPA 4.36

Work Experience

DEF Medical Technologies, Baltimore, MD

Fall 2013-Current

CEO, TKAone Device, Columbia University 2014

• Designed and built an implantable device for early detection of periprosthetic infection in total knee arthroplasty

- Collaborated with a team of researchers, physicians, and entrepreneurs to actualize the project
- Developed a business plan for the project and pitched to potential financial backers
- Filed provisional patent for the device
- Received Capstone Award for top Senior Design Project in Biomedical Engineering
- Awarded 3rd place in the Collegiate Inventors Competition

ACC Health, Albuquerque, NM

August 2014-November 2014

Business Development Analyst

- Researched and strategized emerging business opportunities to diversify the client base
 - Thoroughly analyzed the Affordable Care Act and the implications on the changing healthcare landscape in order to predict trends in health and wellness
 - Initiated communication with potential business partners and industry experts to inform growth

Regeneron Pharmaceuticals, Tarrytown, NY

Summer 2013

Summer Intern in Oncology and Angiogenesis

- Characterized a liver metastasis model for human colorectal carcinoma
 - Analyzed bioluminescence and ultrasound data to observe viable cell spread and tumor growth
 - Performed immunohistochemistry to study cell proliferation, invasive potential, and blood vessel density of tumor cells for treated versus untreated groups.

Amgen Scholar, Columbia University, New York, NY

Summer 2012-Spring 2013

Research Assistant in the Laboratory for Functional Optical Imaging

- Worked on developing a hyperspectral imaging system in order to measure wound healing progress in patients with Recessive Dystrophic Epidermolysis Bullosa (RDEB)
 - Wrote MatLab code in order to process data, and innovated new ways to transport the imaging system

Sandia National Laboratories, Albuquerque, NM

Summer 2011

Summer Projects Intern

- Programmed error analysis algorithms for detectors being built at the Department of Energy Laboratory
 - Wrote final report that detailed programming, as well as its uses and intention for the project; Published by Sandia National Laboratories

Related Technical Skills

Proficient in: Microsoft Office tools; Maple; MatLab; PTC Creo; Solidworks; Python; Adobe Photoshop, Illustrator, InDesign, and Bridge; tissue culturing; immunohistochemistry; machining, both wood and various metals

Education

Scripps College, Claremont, CA

Bachelor of Arts in Theatre, May 2015

- Cumulative GPA: 3.86
- Thesis: An Examination of the Portrayals of Women by Modern Playwrights through Performance of Theresa Rebeck's *Seminar* and Christopher Durang's *Vanya and Sonia and Masha and Spike*
- Courses: THEA141 *Dramaturgy*, THEA 220 *Scene Study*, THEA 100B *Acting Studio: Classical Theatre*, THEA188 *Theatre Theory/Criticism/Praxis*, THEA 017 *Stage Lighting Technology*, ASAM 171 *Visual Culture at the Margins*

Work Experience

Development Intern, Circle of Confusion, Culver City, CA—September 2014-December 2014

- Produced two pieces of script coverage of queries submitted to literature department each day
- Assisted with daily office tasks related to restocking, cleaning, and mail delivery
- Created detailed lists of film festival submissions for company executives
- Delivered and retrieved produced media to and from studios and directors
- Met frequently with office assistants and executives to discuss script coverage and feedback
- Participated in a peer review system, providing other interns with feedback on their coverage
- Ordered and obtained lunches and coffee for executives

Barista, Coffee Bean and Tea Leaf, Los Angeles, CA—March 2014-September 2014

- Provided customers with custom beverages made to their specifications
- Researched and implemented a new method of espresso machine cleaning to maximize efficiency
- Produced an average of twenty custom beverages in eight minutes for nearby production company
- Organized travel and housing plans for production team during their out-of-state shoots
- Worked collaboratively and cheerfully in a team environment to ensure highest level of efficiency

Production Intern, Trium Entertainment, Studio City, CA—January 2014-April 2014

- Worked with InDesign and Photoshop to design media decks for creative pitches
- Assisted the casting department with interviews and social media outreach
- Produced several documents of expense-related data entry for production team on a daily basis
- Researched, developed, and presented various show ideas for the development department

Barista, Starbucks, Irvine, CA—January 2013-July 2013

- Took orders and prepared drinks according to the specified procedures and recipes
- Served sixty-five customers minimum in thirty minutes during morning rush
- Maintained a tidy lobby by performing sweeps every fifteen minutes
- Gained experience handling money and operating a cash register

Undergraduate Lab Worker, Rice University BioScience Research Collaborative—McNew Lab, February 2012-May 2012

- Assisted Rice University graduate students by preparing drosophila food
- Produced the food according to a detailed recipe and worked to ensure accuracy of measurement
- Operated an industrial boiler, autoclave, and scientific measurement equipment
- Produced eight bins of twenty jars filled with drosophila food after three hours of preparation

Swim Instructor/Lifeguard, Tustin Aquatics, June 2010-August 2010

- Taught children ages one through ten how to swim
- Provided four private lessons and two group lessons to students five days a week
- Maintained a safe and clean pool environment for swimmers ages one through forty during open swim
- Created an open dialogue with students and parents to discuss their progress and areas of improvement

Skills

- Microsoft Word, Excel, PowerPoint proficiency, Adobe Suite (InDesign, Photoshop, etc.) experience

EMILY HA

GEOGRAPHY: Northern California and Bay Area, Pacific Northwest

INDUSTRY: Education: Teaching, Government/Public Policy, Human Resources/Recruiting, Language/Culture, Social Services

EDUCATION

Scripps College , Claremont, CA	Expected May 2015
Bachelor of Arts, Major in Feminist, Gender & Sexuality Studies; Double Minor in Politics and Spanish	
School for International Training , Dublin, Ireland	Aug-Dec 2013
Study Abroad Program – Ireland: Transformation of Social and Political Conflict	

PROFESSIONAL AND COMMUNITY ENGAGEMENT EXPERIENCE

<i>Staff Member</i> , Queer Resource Center of the Claremont Colleges	Jan 2013-Present
<ul style="list-style-type: none">Promote cross-campus diversity development and intersectional social justice endeavors with a queer lensMaintain welcoming environment while performing administrative tasks; communicate in person, via phone and emailCollaborate with fellow staff members to plan, facilitate and market social events and discussions, including Queer Prom and Lavender GraduationContribute networking, interpersonal, and organization skills to a 5-College Collaboration Project Team, including successful execution of a 50-person dinner & networking event and painting of Walker Wall	
<i>Vice President</i> , It Ends Here, Scripps Student Organization, Claremont, CA	May 2012-May 2013
<ul style="list-style-type: none">Conducted coalition-building efforts and communication between Scripps and 5-College groups to address cross-campus culture around sexual assaultAct as an advocate and intermediary between students and administration within a Scripps committee to update campus sexual assault policies under Title IX of the Board of EducationFacilitated discussions around issues of sexual assault in the context of events such as movie screeningsModerated meetings for planning both upcoming events and the long-term vision for the organization	
<i>Intern</i> , Zero Tolerance for Domestic Violence Initiative, Contra Costa County, CA	May-Aug 2012
<ul style="list-style-type: none">Researched and analyzed the current written protocols for identifying and addressing cases of interpersonal violence experienced by clients within all County public agenciesAssisted a multi-disciplinary team combatting County cases of violence and helped design various educational materials for community agencies about the effects of abuse	

RESEARCH EXPERIENCE

<i>Research Fellow</i> , Mellon Undergraduate Research Fellowship in the Humanities and Social Sciences	May-Aug 2014
<ul style="list-style-type: none">Designed and implemented original four-week research project in New York City, New YorkConducted interviews and engaged in archival research in preparation for 2014-2015 senior thesis project	
<i>Student Researcher</i> , School for International Training – Ireland: Transformation of Social and Political Conflict	Aug-Dec 2013
<ul style="list-style-type: none">Developed inter-cultural skills during a four-month, immersion-based academic program about social and political conflict in Ireland by engaging one-on-one with local community members and experts in various fieldsDesigned and implemented original three-week research project in Belfast, Northern IrelandThesis, December 2013: “As If It’s a Completely Normal Thing”: Exploring the Relationship of Exchange Between the LGB Movement and the Legacy of the Troubles in Belfast	
<i>Research Fellow</i> , Mellon Undergraduate Research Fellowship in the Humanities and Social Sciences	May-July 2013
<ul style="list-style-type: none">Co-facilitated bi-weekly writing workshops in the California Institution for Women (CIW)Analyzed Claremont-CIW Writing Workshop; suggested improvements based on national best-practice standards	

ADDITIONAL SOCIAL JUSTICE EXPERIENCE

<i>Student Member</i> , Family, Scripps College Queer/Straight Alliance	Sept 2011-present
<i>Class Assistant</i> , Impact Bay Area	May 2010-Present
<i>Inter-Faith Community Coordinator</i> , Bay Area Crisis Nursery	May 2011

ACADEMIC AND SERVICE RECOGNITION

<i>Humanities Institute Fellow</i> , Scripps College	Spring 2014
<i>Martha Wehmeier Hammer Scholarship</i> , Scripps College: for outstanding participation in Scripps Humanities Core	2013
<i>Marie McSpadden Sands Award</i> , Scripps College: for excellence in writing by a first-year student	2012
<i>Headmaster’s Award</i> , Bentley High School: for “excellence, integrity, ingenuity, courage, and inclusion”	2011
<i>Founder’s Award</i> , Teen & Parent Service Society: for community service and creativity in self-designed project	2011
<i>US Presidential Volunteer Service Award</i> : national recognition for community service	Spring 2009-2011
<i>Gold President’s Service Award</i> : Teen & Parent Service Society recognition for 350 hours of service	Spring 2011

ACTIVITIES, TRAININGS, AND SKILLS

<i>Intern</i> , Scripps Information Technology Department	Jan-Dec 2012
<i>Participant</i> , Applied Suicide Intervention Skills Training (ASIST)	Summer 2012
Language Proficiency: Conversational and Written Spanish	
Computer: Microsoft Office; Moderate experience with troubleshooting, installing toner, fixing printers, imaging	

EMILY HO

GEOGRAPHY: Northeast, Northern California and Bay Area, Southern California

INDUSTRY: Education: General, Event Planning, Human Resources/Recruiting, Marketing/Advertising, Public Relations

EDUCATION

- Scripps College, Claremont, CA** May 2015
Bachelor of Arts in Sociology, minor in Hispanic Studies
GPA 3.58, Dean's List
Thesis on censorship of sexuality education across the United States
- Council on International Education Exchange, Buenos Aires, Argentina** June - July 2013
Intensive Intermediate Spanish II and Argentine Identity, Tradition, and Culture II
- McGill University, Montreal, QC** Fall Semester 2011

EXPERIENCE

- Tutor, Scripps College Academy** September 2014 - present
Claremont, CA
- Mentor and tutor high-achieving, low-income middle and high school girls participating in a year-round academic assistance program
 - Develop personalized study curricula with students to best suit their academic goals
- Development and Corporate Work Study Program Intern, Cristo Rey NY High School** June - August 2014
New York City, NY
- Wrangled student admissions, financial and work performance information to prepare data set for data analysis project. Work involved compiling 34 fields of information from various sources, assessing it for reasonableness and providing reporting recommendations
 - Analyzed donor information from BidPal and presented findings to supervisor
 - Edited and sent donation requests, thank you letters, and audit confirmations
 - Created and edited documents recording students' college decisions from 2008 - 2014
 - Updated website and contact information in Raiser's Edge
 - Assistant teacher in English and Business Boot Camp classes for freshmen and transfer sophomores
 - Taught a work-readiness course on filing and healthy lifestyles
 - Mentored high school students for success in high school and college
 - Chaperoned field trips with coworkers to Bear Mountain, Classroom Inc., and JP Morgan
- Research Assistant, American Studies Department, Professor Matthew Delmont** January - May 2013
Claremont, CA
- Assisted on research tasks related to desegregation of public school buses in the 1970's, such as identifying microfilm articles, and creating digital copies using Adobe, and presenting to Professor Delmont
- Development Intern, Just In Time for Foster Youth** May - August 2012
San Diego, CA
- Researched and identified eligible grants
 - Wrote articles for the monthly newsletter and thank you letters to donors
 - Conducted data entry and updated hundreds of contacts in Salesforce
 - Tasked with coordinating ten high end auction items, identified companies with desirable items or experiences, and contacted key individuals at companies to result in over \$2,000 of donations
 - Trained three incoming interns in Salesforce and writing thank you letters

SKILLS

- Proficient with MS Word, MS Excel, MS PowerPoint, Facebook, Instagram, and Twitter; familiar with Salesforce and Raiser's Edge
- Proficient in Spanish
- Interests: Reading novels, art, hiking, and traveling

EMILY R

GEOGRAPHY: Northern California and Bay Area, Southern California
INDUSTRY: Event Planning, Human Resources/Recruiting, Marketing/Advertising,
Public Relations, Sales

EDUCATION

Scripps College, Claremont, CA Expected May 2015
Bachelor of Arts in Psychology, minor in Creative Writing
Senior Thesis: But Think of the Children! The Effects of Obscenity in Television on Moral Development
IES Abroad, Granada, Spain – Semester Abroad, Spring 2014

RELEVANT EXPERIENCE

Sales Manager for Challah for Hunger September 2013-present
Scripps College, Claremont, CA

- Raise \$1,000 a month for the charitable organizations Mazon and Uncommon Good
- Manage production and sales of challah as a member of a 10 member management team
- Increase sales and maximized profitability by introducing new flavors of challah
- Supervise more than 20 student volunteers to ensure operations run smoothly
- Offer alternatives to customers to close the sale

IES Abroad Ambassador August 2014-present

- Recruit and advocated for IES abroad through social media, email, and in person conversations
- Provide candid insight to study abroad experience to prospective applicants

Research Assistant September 2014-present
Psychology and Law Lab, Claremont CA

- Wrote and compiled stimulus materials about privacy expectations from consumers about cloud storage and Facebook
- Collected data that will affect how courts judge 4th Amendment violations
- Collaborated with a team of 10 other research assistants with the goal to publish paper on findings

Mellon Undergraduate Research Fellow June 2014-September 2014
Scripps College, Claremont, CA

- Selected among other competitive candidates for funding of research about privacy expectations and police searches to be used by police officers and courts to make searches less coercive
- Created stimulus materials, conducted the study online, and analyzed results
- Wrote a final report and presented findings at a symposium to students and professors

Research Assistant September 2013-December 2013
Cognitive Psychology Lab, Claremont CA

- Conducted research about the cognitive differences between older and younger adults
- Built relationships and trust with participants of the study
- Utilized attention to detail by recording findings and analyzing and coding data
- Contributed successfully to PhD dissertation that was granted as a result of study

Pool Manager May 2013-August 2013
Adams Pool, Lexington, MA

- Oversaw day to day operations of community pool including budget and supply inventory
- Communicated directly with the Board of Directors via written reports and monthly meetings
- Supervised 7 lifeguards including the hiring, training, and scheduling of staff
- Organized and taught swim lessons for children aged 4-13

ACTIVITIES AND SKILLS

Proficient in Microsoft Office Suite and IBM SPSS Statistics
Advanced Conversational and Written Spanish
Lifeguard, First Aid, and CPR certified
First French horn in Claremont Colleges Orchestra



FAYE J

GEOGRAPHY: Northeast, Northern California and Bay Area, Pacific Northwest

INDUSTRY: Consulting/Management, Health/Medicine,
Scientific Research/Development

Education

2011-2015 Scripps College, Claremont, CA
Bachelor of Arts in Chemistry, GPA 3.56
2007-2011 Corvallis High School, Corvallis, OR

Honors and Awards

2011-2012, Dean's List, Scripps College
Spring 2013
2014 J. Stauffer Scholarship for Excellence in Chemistry and Physical Science
2011 Valedictorian of Corvallis High School

Research Experience

2014-present **Senior Thesis Research**, Keck Science Department of the Claremont
Colleges. Used the ^{31}P NMR techniques NOSEY and HSQC to examine the
conformation profiles of the Dickerson Dodecamer sequence of DNA in the
presence of Al^{3+} .
Principle Investigator: Dr. Mary Hatcher-Skeers

2012-2014 **Summer Student Worker**, Oregon State University, Covallis, OR.
Constructed, extracted, analyzed, and studied the lifetime of passive sampler
devices with GLP technique and organized data through the programs LIMS
and FreezerPro.
Principle Investigator: Dr. Kim Anderson

2012-2013 **Undergraduate Research**, Keck Science Department of the Claremont
Colleges. Synthesized diethyl chelidamate, an intermediate in the eventual
synthesis of a desired platinum ligand.
Principle Investigator: Dr. Nancy S. B. Williams.

Upper Division Courses

Organic Chemistry with Laboratory; Advanced Laboratory in Physical, Biological, and Analytical
Chemistry; Quantum Mechanics; Thermodynamics; Biochemistry; Advanced Classical/Statistical
Thermodynamics; Industrial Chemistry; Inorganic Chemistry; Independent Research in Materials
Science

Presentations

J., F.L. *An examination of the Dickerson Dodecamer Sequence Conformation in the Presence of
Aluminum using ^{31}P NMR*. Keck Science Senior Thesis Research Symposium (2014).
J., F.L. *Quantification of intracellular metal concentrations using genetically encoded sensors*.
Keck Science Advanced Laboratory Presentations (2014)



J., F.L. *Quantum Mechanics of Phosphorescence*. Keck Science Quantum Chemistry Presentations (2013).

Research Techniques

Very Familiar

GC-ECD

GC-MS

NMR

GLP Procedures

NOESY

HSQC

Somewhat Familiar

HP-LC

Langmuir-Blodgett trough

QuEChERS Pesticide Analysis

Cyclic Voltammetry

Glove Box

Computer Programs

Scientific

Maple

LIMS

FreezerPro

Chemdraw

General

Microsoft Excel

Microsoft Word

Microsoft PowerPoint

Latex

Other Experience

2013-Present

Information Technology Intern, Scripps College, Claremont, CA

2014

Mathematics Grader, Scripps College, Claremont, CA

2012-Present

Co-President/Instructor of Claremont Colleges Swing Club, Scripps College, CA

GRACE L

GEOGRAPHY: Mid-Atlantic, Northeast, Pacific Northwest
INDUSTRY: [Education: General](#), [Consulting/Management](#), [Fundraising/Development](#),
[Government/Public Policy](#), [Human Resources/Recruiting](#)

EDUCATION

Scripps College, Claremont CA, *Expected May 2015*
BA in Economics, minor in Hispanic Studies, GPA 3.7, Dean's List: Fall 2012, Spring 2013

Hamilton College, Madrid Spain, *January - May 2014*
Academic Semester in Spain, Centro Universitario de Estudios Hispánicos

American University, Washington DC, *August - December 2013*
Washington Semester Program, Global Economics and Business

WORK EXPERIENCE

Assistant Program Coordinator, U of O Summer Enrichment Program, Eugene, OR
April 2013-September 2014
Worked with the Program Coordinator to develop a two-week residential academic program
Created and administered a rigorous interview process to hire a staff of twelve counselors
Designed and led a four-day orientation curriculum to train staff in leadership skills and program procedures
Conducted daily all-staff meetings and weekly one-on-one meetings with staff members
Allocated and tracked a budget for all academic and recreational expenses
Coordinated and supervised the daily activities of more than 100 students and 20 staff
Analyzed program performance and provided reports containing advice for future marketing campaigns, student and staff recruitment, budget considerations, and curriculum critiques

Major Gifts Intern, EMILY's List, Washington, DC
September - December 2013
Completed prospective donor research using databases and FEC records
Prepared event briefings and call sheets for President Stephanie Schriock
Worked extensively with Raiser's Edge to update and maintain donor profiles

Financial Manager, PropertyOfZack.com, based in New York, NY
June 2012 - June 2014
Tracked and managed deposits, travel expenses, merchandise fees and revenues, and equipment costs for a music news website that hosts more than 750,000 monthly views
Provided corporate expense reports for SpinMedia, owner of the site
Oversaw investments in merchandise and other promotional services

Development Assistant, American University, Washington, DC
August - December 2013
Worked directly with Washington Semester Program Admissions to develop an outreach strategy
Maintained a database of hundreds of prospective and active students
Conducted phone calls to provide assistance and information to all students
Authored the communication approach for accepted and prospective students

Academic Tutor, Scripps College Academy, Claremont, CA
August 2012 - May 2013
Mentored and tutored 30 high-achieving, low-income, middle and high school students participating in a year-round academic assistance program
Developed personalized study curricula with students in order to best suit their academic goals

Barista, Motley Coffeehouse, Claremont, CA
August 2011 - present

SKILLS

- ▣ Computer Skills: Microsoft Office Suite, Adobe Creative Suite, Raiser's Edge, STATA, Social Media platforms (Facebook, Twitter, Tumblr, Wordpress, etc), HTML experience
- ▣ Professional proficiency in Spanish
- ▣ First Aid and Adult CPR/AED Certified



HANNAH L

GEOGRAPHY: Geographically Flexible, Northern California and Bay Area, Southwest

INDUSTRY: [Start-Ups](#), [Technology](#)

EDUCATION

Scripps College, Claremont, CA

Bachelor of Arts in Computer Science through Harvey Mudd College

Expected May 2015

- Current GPA: 3.81. Dean's List Fall 2011, Spring 2012, Fall 2012, Spring 2013, Fall 2013.
- James E. Scripps Scholar: most selective merit-based award for 4-year, half tuition scholarship.
- Relevant Coursework: Introduction to Computer Science, Fundamentals of Computer Science, Discrete Mathematics, Computability and Logic, Data Structures, Computer Systems, Algorithms.
- Courses in Progress: Software Development, Artificial Intelligence.
- Studied abroad in Paris, Fall 2013.

PROGRAMMING SKILLS

- Mastery of Java, Python.
- Exposure to C, C++, Objective C, Standard ML, JavaScript, CSS, jQuery.

PROFESSIONAL EXPERIENCE

Project Manager, Senior Thesis Project with Expedia.com

Sept 2014 – Present

- Leading team to answer qualitative search queries using innovative data mining and machine learning techniques.

Software Engineering Intern, BuzzTouch, Monterey, California

May 2014 – Aug 2014

- Worked closely with CTO of a mobile application company.
- Developed and tested a web server-based compilation procedure for Android applications.
- Produced documentation of company source code and redesigned website's JavaScript framework.

Image Processing Intern, Department of Demography, University of California, Berkeley

May 2014 – Aug 2014

- Received grant from Scripps College to help develop software program for use in academic research.
- Devised high-level architecture of program to parse relevant data from images of historical census records.
- Strategized techniques to segment images and tested each approach by implementing algorithms in R.

Web Content Developer, Go Overseas, Berkeley, California

June 2013 – Dec 2013

- Independently learned HTML and JavaScript and used these skills to code over 110 articles for the site. Designed pages with HTML components and images and implemented interactive elements using JavaScript.
- Researched keywords to optimize titles and links of online content for search engines.
- Researched other companies in the field and wrote 6 published articles for related websites, including USA Today.

Editorial Assistant, Berkeleyside, Berkeley, California

May 2012 – Aug 2012

- Generated article ideas by investigating current events and analyzing reader interests.
- Wrote 17 published articles for prominent East Bay publication by collecting data and personal interviews.

LEADERSHIP EXPERIENCE

Claremont College Field Hockey Team

Sept 2011 – May 2013

- Received Most Committed Player Award, 2011.

Founder, Hannah's Bakery, Berkeley, California

June 2010 – June 2011

- Founded profitable delivery bakery and developed recipe base for unique desserts.
- Established pricing strategy for baked goods by analyzing production costs and competitor prices.
- Offered strong customer service by collecting orders and providing prompt delivery of goods each week.

Founder/President, Berkeley High School Kiva Club

Sept 2008 – June 2011

- Raised \$2,500 to loan to 40 micro-entrepreneurs by implementing fundraisers in the community.
- Educated 500 students about the benefits of micro-lending by organizing presentations and informational material.

HEATHER A

GEOGRAPHY: Geographically Flexible, Northern California and Bay Area, Pacific Northwest

INDUSTRY: [Education: General](#), [Education: Teaching](#), [Environment/Sustainability](#),
[Health/Medicine](#), [Language/Culture](#)

Education

Scripps College, Claremont, CA

Sept 2011-May 2015

- Human Biology Major

Head-Royce School, Oakland, CA

Sept 2007 – June 2011

Qualifications Summary

- Ability to communicate clearly and work as a team with diverse groups of people.
- Proficiency with Microsoft Word and Excel.
- Ability to organize data and run statistical analyses with SPSS.
- Experience with internet research, writing reports, building curriculum, creating presentations.
- Interested in the advancement of health, education, social justice, and intercultural exchange.
- Ability to remain flexible and optimistic in challenging situations and environments.

Work Experience

Coop Fountain Pomona College Campus Cafe, Claremont, CA

Aug 2014 – Present

Student Manager

- Actively directed shifts, identified tasks, and delegated work among 1 to 3 team members.
- Trained new members and provided tactful, helpful feedback to ensure proper procedure.
- Counted money and recorded financial paperwork.
- Properly addressed complications on shifts and responded to customer needs.

Coop Fountain Pomona College Campus Cafe, Claremont, CA

Oct 2012 – Dec 2013

Coopster

- Worked with a team of 1 to 6 college students to provide quality customer service.
- Prepared meals and specialized orders during fast-paced and slow shifts.
- Worked the register and phone to take accurate orders and provide friendly service.
- Maintained a clean and stocked working environment, assisted in opening and closing.

Heads Up Middle School Summer Program, Oakland, CA

June 2012 – July 2012

Teaching Intern

- Taught middle school students Introduction to Algebra and co-taught Improv Drama.
- Planned curriculum, created/administered quizzes, graded papers, wrote progress reports.
- Answered questions and provided explanations.
- Mediated classroom disruptions and conflicts.

Pitzer College Jumpstart, Claremont, CA

Oct 2011 – May 2012

Jumpstart Corps Member

- Collaborated with a team of 6 college students to implement quality lesson plans to prepare preschoolers from low-income families for school success.
- Received intensive training and acquired professional experience in early childhood theory and practice, language and literacy development, and social development.
- Gained experience in delivering clear, comprehensive explanations and mediating conflicts.
- Lead hands-on activities and projects and assisted kids.

Volunteer Service

Lawrence Hall of Science, Berkeley, CA

July 2013 – Aug 2013

Floor Volunteer

- Volunteered alone or with a partner for 60 hours facilitating interactive science exhibits.
- Posed questions to children and adults, encouraged visitors to make observations and form hypotheses, provided clear explanations.
- Presented Science on a Sphere datasets.

Skills

- Fluent in English
- Ability to speak some Mandarin Chinese and Spanish



HERA R

GEOGRAPHY: Mid-Atlantic, Northern California and Bay Area, Southern California
INDUSTRY: Consulting/Management, Government/Public Policy, International Relations,
Law, Public Relations

Education

Scripps College, Claremont, CA

Bachelor of Arts in Politics and International Relations

August 2011- Present

Expected May 2015

American University, Washington, DC

Washington Semester- American Politics Seminar

Fall 2013

Work Experience

Denison Library- Scripps College, Claremont, CA

August 2011- Present

- Work as a student library assistant, coordinating activities at the front desk.
- Provide customer service to students, staff, faculty, and visitors by answering questions and retrieving and checking-out materials using the online check-out system.

Handled and worked with rare and artist books.

University of Southern California, Gould School of Law, Los Angeles, CA

May 2014 - August 2014

Research Assistant

- Conducted research under Professor Edwin Smith at the USC Law Library.
- Researched the topic of Responsibility to Protect.
- Wrote memos, read assigned materials, and attended weekly meetings.

Woodrow Wilson Center for International Scholars- Washington, DC

September 2013- December 2013

Research Assistant

- Performed research under Dr. Philippa Strum.
- Edited written work for Dr. Strum.
- Researched at the Library of Congress and National Archives for court case *Whitney v. California*.

Los Angeles Superior Court- Pomona, CA

July 2013- August 2013

- Volunteered with the Pomona Courthouse in the Juvenile Delinquency and Criminal departments.
- Worked with clerks and assisted with pulling and reorganizing files, making copies of requested case file documents, and pulling calendars.

Dept. of Homeland Security, ICE- Los Angeles, CA

Student Volunteer, Summer Volunteer

July 2009 - August 2013

Student Temporary Employment Program (STEP) Employee

June 2010- August 2010

- Assisted in auditing immigration files in the department's database.
- Worked with attorneys and legal assistants to retrieve files and deliver documents.
- Took part in the set-up and organization of additional office space.

Awards and Recognitions

- Recipient of the Mignon Pease '65 Memorial Scholarship.

December 2014

Leadership Activities

Member, Arabic Club- Claremont Colleges

September 2011- Present

Overnight Host, Admissions Ambassadors Team, Scripps College

September 2011- Present

Peer Mentor- Scripps College, Claremont, CA

August 2012- May 2013

- Aided in preparation and activities for the orientation of the class of 2016.
- Created a supportive community within the dorm and college.
- Offered general and emotional support for first-year students.
- Organized dorm events emphasized on fostering community.

Teen Advisory Board- Glendora Public Library, Glendora, CA

September 2007-June 2011

- Planned year-long library events geared towards teens and summer reading club activities.
- Was in charge of hosting summer reading club activities, including arts and crafts for young children.

Skills

Proficient in Microsoft Office (Word, PowerPoint, Excel) and Social Media (Facebook, Twitter, Tumblr)

Intermediate Arabic and Urdu Language Skills

Education

Scripps College, Claremont, CA Expected May 2015
 Bachelor of Sciences, Major in Biology

Work Experience

Ophthalmology Internship, San Jose, CA May-August 2012

- Obtained medical experience working in an ophthalmologist’s office
- Performed medical exams on patients, such as dilation, and visual field
- Facilitated clerical work
- Assisted with Russian translation for patients
- Researched information for Journal of Asian Health
- Wrote informational medical articles in Russian (published in Russian newspaper)

Phonathon, Scripps College, Claremont, CA September-December 2011

- Directed phone calls to alumni and parents
- Raised contributions to the college
- Oversaw confidential records responsibly
- Overcame difficult phone calls while maintaining a professional and courteous tone

Volunteer Experience

Clinical Care Extender, West Covina, CA April 2014-Current

- Assist with patient care, including taking vitals, feeding, bathing, discharging, and ambulating patients
- Improve overall patient experience during hospital stay
- Gain exposure to various hospital departments, such as medical surgical and cardiovascular units

Challah for Hunger Volunteer Manager, Scripps College January 2012-May 2013

- Sent weekly emails updating and coordinating volunteers
- Oversaw volunteers during baking shifts
- Sold and baked challah every week
- Donated proceeds to various organizations and causes, including Foothill AIDS Project

Peer Mentor, Scripps College, Claremont, CA August 2012-May 2013

- Organized new student orientation
- Mentored first-year students in order to help them adjust to college
- Coordinated monthly events for first-year students

Skills

- Languages: Fluent Russian, Basic in conversational and written Spanish
- Computer: Microsoft Office, Excel

ISABEL E

GEOGRAPHY: International, Northern California and Bay Area, Pacific Northwest

INDUSTRY: [Health/Medicine](#), [Scientific Research/Development](#), [Public Health](#)

EDUCATION

Scripps College

▪ B.A. in Human Biology

Expected May 2015

EMPLOYMENT HISTORY

Research Assistant/Intern

September-December 2013

INSERM

Paris, France

CIRB at the Collège de France, Dr. Anne Eichmann Lab

- Research focusing on angiogenesis – directly under Laurence Pibouin-Fragner, PhD
- Extensive experience with gel electrophoresis, PCR and qPCR

Research Assistant

Summers 2011, 2012, 2013

Oregon Health & Science University

Portland, OR

Knight Cancer Institute, Dr. Brian Druker Lab

- Research focusing on Chronic Myeloid Leukemia – directly under Elie Traer, MD PhD
- Extensive experience with cell culture, western blotting, and immunohistochemistry

EPIC/McKesson Tutor

June-August 2012

South West Washington Medical Center

Vancouver, WA

- Tutored physicians during implementation of new computer operated medical documentation systems

Cashier, Food Runner

September 2010-January 2012

St. Honoré Boulangerie

Lake Oswego, OR

- Experience in customer service, food handling, as a cashier, and as a trained barista

PUBLICATIONS

T., E., Javidi-Sharifi, N., Agarwal, A., Dunlap, J., English, I., Martinez, J., et al. (2014). **Ponatinib overcomes FGF2-mediated resistance in CML patients without kinase domain mutations.** *Blood*, 123(10), 1516-1524.

COMMUNITY SERVICE

Food Rescue – Inland Empire, CA

September 2012-May 2013

- Responsible for transport of leftover food from dining halls in The Claremont Colleges Consortium campuses to a local homeless shelter

Young & Healthy – Pasadena, CA

September 2012-May 2013

- Teach 1st and 2nd graders in the United Pasadena School District about dental hygiene

National Charity League – Portland, OR

May 2005-May 2011

- Regular volunteering through various organizations focusing on women's health and homelessness
 - President 2009-2010
 - Treasurer 2006-2007

SKILLS AND ACTIVITIES

Highly proficient in French, some Spanish

Participant in the Following Clubs and Organizations:

- Pre-Health Club
- Women in Science Club
- Mood Swing – Audition-only a cappella group

ISABEL V Z

GEOGRAPHY: Northern California and Bay Area, Northeast, Southern California

INDUSTRY: [Consulting/Management](#), [Start-Ups](#), [Technology](#),
[Environment/Sustainability](#), [Consumer Products/Retail](#)

EDUCATION

Dual Bachelor of Science and Bachelor of Arts Degree Program

Columbia University, Fu Foundation School of Engineering & Applied Science, New York, NY

Expected 2015

Bachelor of Science in Industrial Engineering, Minor in Dance

Scripps College, Claremont College Consortium, Claremont, CA

Expected 2015

Bachelor of Arts in Management Engineering, Minor in Economics

Relevant Coursework: Accounting for Decision Making, Economic Statistics, Econometrics, Corporate Finance

Johns Hopkins University, Baltimore, MD

Summers 2011 & 2012

- Enrolled in summer courses: Probability & Statistics (2012), Differential Equations (2012), Introduction to Programming in Java (2011)

COMPUTER SKILLS

Applications: Microsoft Office (Excel, Word, PowerPoint), Adobe Photoshop, MATLAB, STATA, R

Programming: Java, SQL, some C/C++

EXPERIENCE

SI Group Inc., Schenectady, NY

June 2014 - August 2014

Business Intelligence Intern, Strategic Markets

- Conducted research and created analytical reports detailing the global crude oil and oil additives markets
- Populated and edited the company's information database with market data and competitive analysis
- Provided analytical insight for competitive strategies and gained exposure to cost curves and forecasting

Performing Arts Center, Scripps College, Claremont, CA

September 2012 – May 2013

Scheduler and Usher

- Created and maintained an organized master schedule, ensuring that every event is fully staffed
- Communicated with program directors concerning event organization and scheduling details
- Cooperated with a team of house managers and ushers to provide a welcoming and professional environment
- Assisted to the needs of audience members and maintained a clean and organized theater

Baltimore Squashwise, Baltimore, MD

May 2012 – August 2012

Academic Tutor, Volunteer

- One-on-One tutoring with disadvantaged middle and high school students from inner-city Baltimore
- Aided students in completing homework assignments, typically Math related
- Executed Math drills and completed supplementary worksheets with students

QUANTITATIVE COURSE PROJECTS

Statistics Regression Analysis Project, Claremont McKenna College, Claremont, CA

December 2012

The Effects of Unemployment on the Vote for Obama, Group Project

- Collected unemployment, election, and other explanatory variable data from government databases
- Interpreted regression models in Excel and STATA and reported results in a PowerPoint presentation
- Presented findings to a panel of faculty and student judges in Claremont McKenna's Statistics Competition

Financial Statement Analysis Project, Claremont McKenna College, Claremont, CA

December 2012

Investment Analysis of Nike, Inc., Group Project

- Collected data from Nike, Inc.'s 401-K (also researched Nike's competitor Under Armour, Inc. to contextualize Nike's successes and/or shortcomings)
- Calculated and analyzed financial ratios to determine whether a potential shareholder should invest in Nike

ACTIVITIES

School Activities: Hall Council Secretary (Fall 2011-Spring 2012)

Arts: Dance (Classical Ballet, Contemporary Ballet, Modern), Studio Art, Piano, Photography

Performance Experience: Barnard Last Day Dance Showcase (Spring 2014, Fall 2014), Scripps College Spring Dance Performances (2011, 2013), Soiree Symboliste (Spring 2012)

JANE C

GEOGRAPHY: Midwest

INDUSTRY: [Marketing/Advertising](#), [Museum Work](#), [Public Relations](#),
[Publishing/Editing](#), [Visual Arts/Design](#)



Education

Scripps College, Claremont, CA

Graduation May 2015

Bachelor of Arts Major in Media Studies, Minor in Art History

- Concentration in Digital and Electronic Media
- GPA 3.7
- Dean's List Spring 2013, Fall 2013, Spring 2012, Fall 2012

Related Experience

Leo Burnett, Chicago, IL

June 2014 – August 2014

Reputation and Communications Intern for international advertising agency

- Responsible for writing, creating content, and for curating global social media profiles.
- Wrote and published over 20 entries for the global Leo Burnett website for relevant campaigns, news, awards and clients. Prepared images for posts.
- Gained experience in writing and executing social strategy
- Conducted competitive research and designed a model for alumni network relations
- As a member of the Summer Internship Program, I had the opportunity to work with a team of interns to design a campaign and pitch new business for a live client.

Graue Mill and Museum, Oak Brook, IL

June 2013 – August 2013

Marketing and Communications Intern for small, not-for-profit museum

- Responsible for finding advertising opportunities and writing and distributing press releases.
- Managed social media profiles and the museum's website.
- Assisted in event planning and coordination and provided event support.

The Scripps Voice, Claremont, CA

August 2012 – May 2013

Social Media Assistant for college newspaper

- Staff Member of student-run newspaper, published bi-weekly.
- Responsible for managing and updating social media profiles, uploading issues to Issuu, and posting photos and articles to Wordpress in order to increase the publication's online audience and web presence.
- Assisted in website redesign to improve functionality and appearance.

Relevance Communications, Chicago, IL

May 2012 – August 2012

Public Relations Intern

- Drafted media pitches and press releases for clients.
- Monitored clients in the news and sourced and catalogued relevant press clippings.
- Provided on-site support for client events.
- Secured local businesses for client partnership opportunities through guerrilla marketing outreach.

Volunteer Experience

Three Oaks Theater Festival, Three Oaks, MI

June 2013 – August 2013

Social Media Manager for arts advancement effort

- Responsible for creating, managing, and updating social media profiles for the inaugural season of the Three Oaks Theater Festival.

Skills

Microsoft Office | HTML | Adobe Creative Suite | Social Media - Facebook, Twitter, Tumblr, Instagram, LinkedIn, Google+, Hootsuite, TweetDeck, Vine | Press Releases | Blogging

JANINE Y

GEOGRAPHY: Hawaii, Northern California and Bay Area, Southern California

INDUSTRY: [Education: General](#), [Education: Teaching](#), [Human Resources/Recruiting](#), [Law](#), [Social Services](#)

EDUCATION

Scripps College, Claremont, CA

May 2015

- Bachelor of Arts, dual major in Economics and Legal Studies
- GPA: 3.9/4.0, Dean's List (Fall 2011- Fall 2013)
- Senior Thesis: Examining the effects of strengthening self-defense laws on ethnic minorities and women

Danish Institute for Study Abroad (DIS), Copenhagen, Denmark

Spring 2014

- Semester-long program on Sociology: Cultural Diversity and Social Capital
- Selected out of 70 students to serve as the official student blogger for the DIS Sociology program

COMMUNICATION AND ORGANIZATIONAL EXPERIENCE

Career Consultant, *Scripps Career Planning & Resources*, Claremont, CA

Aug. 2012 – Present

- Advise approximately four students weekly on improvement methods for their resumes and cover letters
- Teach students how to find jobs and internships, apply for grants and fellowships, and network with alumnae
- Collaborate with five full-time staff to coordinate projects, on-campus recruiting, and special events
- Manage the front desk by answering questions from students and parents, replying to and sending out emails, and operating the phone system
- Demonstrated leadership and public speaking skills by preparing questions for, ensuring the equity of voices during, and moderating a panel of five professionals with 40+ students in attendance

Mentor, *Uncommon Good*, Claremont, CA

Jan. 2012 – Present

- Established a positive relationship with and serve as a role model for a low-income, high-achieving student
- Strategically plan weekly activities that meet mentee's educational needs and interests

Leader, *3C InterVarsity Christian Fellowship*, Claremont, CA

May 2013 – Dec. 2013

- Planned, prepared, and executed weekly meetings for 5-10 Scripps students
- Contributed to monthly meetings in which 15 leaders and two staff discussed the club's mission and events
- Initiated and led the organizing of monthly events to facilitate bonding between 10-50 club members

Secretary, *Anointed Gospel Choir*, Claremont, CA

Oct. 2012 – Aug. 2013

- Elected to serve as a liaison between 30 choir members and the choir's executive board
- Composed weekly emails that informed members of the choir's schedule and upcoming events
- Participated in and transcribed the executive board's weekly meetings during which the officers planned the choir's schedule and organized choir events

ANALYTICAL EXPERIENCE

Legal Intern, *Fukunaga, Matayoshi, Hershey & Ching LLP*, Honolulu, HI

Jun. 2014 – Aug. 2014

- Analyzed cases with attorneys, attended depositions, and prepared graphic exhibits for a patent law case
- Shadowed an attorney who specializes in civil litigation, personal injury, torts, insurance law and litigation, construction law and litigation, environmental law, and intellectual property litigation

Legal Intern, *Office of the Public Defender*, Honolulu, HI

Jun. 2013 – Aug. 2013

- Formulated arguments with attorneys and interns, participated in interviews with clients and experts, and researched relevant case law to write approximately 10 legal motions
- Facilitated the bi-weekly intake of 100+ new clients by reviewing clients' court papers, creating electronic files for each client, and instructing clients on how to fill out the office's administrative paperwork
- Shadowed attorneys who represent clients living in poverty and learned about criminal proceedings at the juvenile detention facility, District Court, Circuit Court, Hawaii Supreme Court, Hawaii State Hospital, and prisons

AWARDS AND SKILLS

Academic Awards: James E. Scripps Scholar (four-year merit scholarship for half tuition), valedictorian (Iolani School, Honolulu, HI)

Computer: Microsoft Office (Word, PowerPoint, Excel), STATA, Jenzabar CX, ReportNet, Novel Groupwise

Social Media: Facebook, Instagram, WordPress

Language: Written Latin



EDUCATION

- Scripps College: Claremont, CA B.A. expected 05/2015
- Major in Asian Studies, with senior thesis examining the ‘demonic’ women of pre-modern Japanese theatre
 - Minor in Japanese Language, in partnership with Pomona College
 - Dean’s List: Spring 2014
- International Christian University: Mitaka, Tokyo, Japan 07-11/2013
- Study abroad: intensive Japanese language summer program and enrollment in fall semester classes; completed language courses through advanced level; entered two homestay programs
- King Kekaulike High School: Pukalani, HI 08/2007 - 05/2011
- Ranked 1 of 268; *summa cum laude* graduate; valedictorian; Advanced Placement Scholar with Honors

EMPLOYMENT EXPERIENCE

- Scripps College Visual Resources: Claremont, CA 09/2011 - present
Archives Assistant
- Digitally rendered slide images in the College’s art history department: responsible for image optimizing, data entry and cataloguing, filing, slide quality control, data management on local and network systems, archiving
 - Assisted the Curator of Visual Resources in managing databases on which images are published
 - Created digital classroom resources for faculty and converted professors’ personal collections for College use
- Skyline Eco-Adventures, Haleakala Zipline Course: Kula, HI Summers 2012, 2013, 2014
Front Desk Attendant, Photo Desk Attendant
- Managed on-site reservations, payment systems, and check-in processes; sold tours to new customers
 - Monitored status of simultaneous tours, maintained contact with company headquarters and travel agencies
 - Oversaw all photo and retail sales; documented profits, discount tickets, and vouchers
 - Processed action photographs of each guest and prepared photo bundles for purchase
 - Fostered positive relationships with customers by highlighting company goals, including carbon-neutral sustainability practices and initiatives to help repopulate Hawaii’s forests with native wildlife
- Sallie Tiernan Field House: Claremont, CA 09/2012 - 04/2013
Customer Service Associate
- Welcomed patrons; managed check-in, member registration, room reservations, bicycle/sports equipment rentals
 - Performed periodic checks of premises; completed CPR and AED training
 - Relayed Field House event information to patrons, and ignited interest with community building
- Karamel Collections Hawaii: Wailea, HI Summer 2012
Fine Retail Sales Associate
- Greeted customers, and acquainted them with the Karamel line’s family-run style and high quality pieces
 - Point of sale and merchandising: arranged store to optimize visual coherence and to pique guests’ interest in luxury apparel and locally handcrafted accessories

SKILLS PRO FILE, VO LUNTEER HISTO RY, PERSO NAL INTERESTS

- Experience with Adobe Photoshop, GIMP, Microsoft Office, Luna Imaging, Embark Gallery Systems
- Proficient in spoken and some written Japanese; 7 years formal study
- Leadership and volunteer experience: Key Club (President), Drama Club (Secretary), AVID (Advancement Via Individual Determination) tutor, and National Honor Society tutor at King Kekaulike High School
- Classical Japanese Dance: Matsudai Ryu Dance Academy (2010-present; professional *natori* certification expected March 2015), Nihonbuyou Kenyuukai (2013), Fujima Ryu Dance Academy (2003-2009)

JENNA K

GEOGRAPHY: Geographically Flexible, Northeast, Northern California and Bay Area
INDUSTRY: [Health/Medicine](#), [Public Health](#), [Public Relations](#), [Publishing/Editing](#), [Start-Ups](#)

Education

- Scripps College**, Claremont, CA Expected May 2015
- Bachelor of Arts in Biology
 - Senior Thesis: "Variables in VBAC Success: A Retrospective Review of Trial of Labor After Cesarean (TOLAC) and Labor Support"
- University of Cape Town**, Cape Town, South Africa January 2014 – June 2014
- Semester-long study abroad program

Women's Health Experience

Summer Intern and Research Assistant June 2013 – present
Lizellen La Follette, MD Inc., Larkspur, CA

- Conducted a 14 year retrospective review of vaginal birth after cesarean (VBAC) at Marin General Hospital
- Shadowed Dr. La Follette in OB/GYN appointments, the operating room, and in The Labor & Delivery Unit
- Co-authored multiple articles to be considered for publication in *Obstetrics & Gynecology* in 2015

Research Assistant June 2013 – August 2013
Department of Family and Community Medicine, UCSF San Francisco General Hospital, CA

- Coded and analyzed interviews for themes of interest with the NVivo 10 software
- Co-authored an article[†] published in *Perspectives on Sexual and Reproductive Health*

Summer Intern May 2012 – August 2012
Women's Community Clinic, San Francisco, CA

- Assisted the Clinic Director and Manager
- Supervised clinic flow, Client Services Coordinators, and Health Educators; provided one-on-one sexual health counseling; ran labs; shadowed clinicians
- Maintained a Sales Force donations database of over 100 clients; updated social media accounts
- Designed and distributed a weekly e-mail blast and newsletter via Constant Contact

Work Experience

Events Coordinator September 2014 - present
Scripps College Admission Office, Claremont, CA

- Organize events hosted by the Office of Admission and manage student volunteers at these events
- Propose a new Admission Ambassador program and recruitment strategy

Introductory Biology Teaching Assistant August 2013 – December 2013
W.M. Keck Science Department, Claremont, CA

- Prepared, set up, and assisted in group laboratory experiments for 40 college students

[†]Publications

Anderson, N., Steinauer, J., Valente, T., K., J., and Dehlendorf, C. (2014) "Women's Social Communication About IUDs: A Qualitative Analysis." *Perspectives on Sexual and Reproductive Health*. 46: 141-148.

Additional Skills and Information

- Proficient in Microsoft Word, Excel, and PowerPoint, WordPress, SurveyMonkey, Formstack, NVivo 10, Sales Force, Constant Contact, Google Docs, and Google Calendar; familiar with SPSS
- Proficient in social media (Facebook, Pinterest, Instagram, LinkedIn, Tumblr, Twitter, and Flickr)
- Fluent in French (written and spoken)
- Dual U.S. - E.U. citizenship



JENNIFER A

GEOGRAPHY: Southern California

INDUSTRY: [Health/Medicine](#), [Public Health](#), [Scientific Research/Development](#)

EDUCATION

Scripps College, Claremont, CA

Bachelor of Arts in Human Biology, 5/2015

Senior Thesis: *Empacho*: a Gastrointestinal Illness Among Latinos That Is Not Acknowledged by Western Medicine

Gates Millennium Scholar: Scholarship awarded by the Bill and Melinda Gates Foundation to 1,000 high school seniors who demonstrate outstanding academic and leadership skills.

HEALTHCARE EXPERIENCE

Clinical Care Extender Intern, West Covina, CA, 9/2012 – Present

- Completed 310 service hours at Queen of the Valley Hospital through the COPE Health Solutions Program.
- Volunteered in the following departments: Medical/Surgical Nursing Floor, Physical Therapy, Mother Baby Care Unit, Definitive Observation Unit, Emergency Room, Intensive Care Unit, and Labor and Delivery
- Take patient vital signs, observe clinical procedures, transport patients, feed patients, assist nurses in repositioning patients, place EKG electrodes on patients, clean gurneys and rooms, bathe newborns, prepare welcome kits for new mothers, and take specimens to the laboratory.

Summer Health Program in Costa Rica, San Jose, Costa Rica, Summer 2014

- Gained an understanding of the universal health care program in Costa Rica by taking two health-related courses and interning at a clinic (Clinica Integrada Cooperativa de Tibas).

Minorities in Medicine, Claremont, CA, 11/2013 – Present

- Co-founded a pre-health club that seeks to increase and retain the number of students of color interested in pursuing a career in the health field by creating a supportive environment.

Montclair Clinic, Montclair, CA, 4/2013 – Present

- Spanish translator for medical students at Western University of Health Sciences and resident physicians at Chino Valley Medical Center who serve uninsured and underinsured patients in the Inland Empire and Pomona.

RESEARCH EXPERIENCE

SACNAS (Society for the Advancement of Chicanos and Native Americans in the Sciences) Claremont Colleges Chapter, Claremont, CA, 12/2013 – Present

- President of organization on college campus that aims to build community between faculty and students interested in the STEM field.
- Attended SACNAS 2013 and 2014 National Research Conference.

Summer Science Immersion Program (SSIP), Claremont, CA, Summer 2013

- Served as a peer mentor, laboratory research assistant, and residential advisor to 38 incoming first year Scripps, Claremont-McKenna, and Pitzer students for a one-week science orientation program.

SCIENCE RELATED EXPERIENCE

Scripps College Academy Intern, Claremont CA, 9/2011 – Present

- Tutored middle and high school students in Math and Science once a week.
- Lead monthly college presentation to 30-60 middle school female students at Serrano Middle School and Walnut Grove Intermediate Middle School as a College Club Presenter.
- Organized a college campus visit to Scripps College for the College Club middle school students
- Assisted the Assistant Director in planning the Math and Science Scholars Final Day Presentation.

CERTIFICATION AND SKILLS

Certifications: First Aid /CPR/AED certification by the American Heart Association, Healthcare Provider certification by the American Heart Association.

Language Proficiency: Advanced conversational and written Spanish

Computer: Microsoft Word, Excel, PowerPoint, PC and Mac proficient, social media management

JINELLE F

GEOGRAPHY: Geographically Flexible, International, Northern California and Bay Area

INDUSTRY: Education: General, Health/Medicine, Human Resources/Recruiting, Language/Culture, Travel/Hospitality

EDUCATION

Scripps College, Claremont, CA

Expected May 2015

- Bachelor of Arts in Anthropology, Minor in Asian Studies
- Thesis: *From Martial Law to Boba: What is it to be Taiwanese American?*
- Presidential Scholarship, Scripps College, 2011-2015
- National Merit Scholarship, Scripps College, 2011-2015

University of Edinburgh, Scotland, UK – Semester Abroad

Spring 2014

WORK EXPERIENCE

Alumnae/Parent Engagement&Scripps Fund, Scripps College, Claremont, CA *Office Intern* Sept 2012-present

- Interact with numerous alumnae through phone calls and emails
- Compile and organize information to create mailings and brochures
- Manage mini-projects requiring processing, organization, and communication skills
- Communicate effectively with people in other departments and general public

Impax Laboratories, Hayward, CA, *Summer Intern*

June-Aug 2012

- Managed and organized confidential files for archiving
- Created logbooks for laboratory recording of instrument use, cleaning, and procedures

Annual Fund Department, Scripps College, Claremont, CA *Office Assistant*

Sept 2011-May 2012

- Effectively communicate with senior staff members in the office
- Focused on details and organization to ease the workloads of senior staff members
- Researched speakers' biographies to summarize their main achievements so event facilitator could introduce them

ACTIVITIES

Taiwanese American Student Association, Claremont, CA, *Chief Publications Officer*

Aug 2014-present

- Document events and create blog posts on website
- Participate in planning and execution of social events

Claremont Colleges Ballroom Dance Company, Claremont, CA, *Dancer*

Feb 2012-May 2014

- Develop interpersonal skills and communications
- Coordinate/compromise with routine members and be responsible for own practice

Asian American Sponsor Program, Scripps College, Claremont, CA *Sponsor*

Aug 2012-May 2013

- Participate in workshops about racial awareness and consciousness
- Provide emotional and academic support to self-identified first-year Asian students
- Organize events every month with committee members

Irvington High School Marching Band, Fremont, CA, *Section Leader*

Aug 2007-June 2011

- Directed saxophone section as section leader for 2 years, participated in marching band 4 years
- Organized, drilled, and rehearsed the saxophone section in preparation for performances and competitions

VOLUNTEER WORK

Admissions Ambassador Team, Scripps College, Claremont, CA *Hostess/Event Worker*

Sept 2011-May 2013

- Promote Scripps College and its positive attributes
- Host a prospective student overnight and manage her time and activities

Building Skills Partnership, San Jose, CA

Feb 2011-May 2011

English-as-a-Second-Language Teacher's Assistant and Personal Tutor

- Helped out and directed group activities and exercises
- Created lesson plans and taught one-on-one with a specific student

SKILLS

- Languages: Native fluency English, Conversational fluency Mandarin, Elementary Spanish
- Proficient in Microsoft Office Suite



KAITLIN M

GEOGRAPHY: Northern California and Bay Area, Southern California

INDUSTRY: Consulting/Management, Education: General, Environment/Sustainability,
Finance/Banking, Start-Ups

Experience

Accounting Manager at Scripps College Store

August 2014-Present

- ❖ Liaison between student-run store and Scripps College Business Administration. Manage and maintain store website. Prepared and presented business plan to Administration and utilized problem-solving and teamwork skills to transition store website from WordPress to e-commerce format.

Research Intern at the SFCED

June 2014-August 2014

- ❖ Researched and produced quarterly economic reports on the San Francisco Bay Area, as well as researching and developing a report on venture capital activity while working at the San Francisco Center for Economic Development (SFCED).

Student Assistant in Scripps College's Dean of Faculty Office

September 2012-Present

- ❖ Assist with special projects, file management, and handling of confidential information.

Intern to United States Senator Jon Tester

May 2013-July 2013

- ❖ Conducted healthcare implementation research. Drafted constituent correspondence for Senator. Assisted with coordination and execution of Montana State Capital summer educational event.

Research Assistant

March 2012-June 2013

- ❖ Research Assistant for Scripps College's Department of American Studies. Navigated, compiled, and analyzed historical 1970's busing data to assist Professor Delmont's research.

Education

Scripps College, Claremont, CA

Expected May 2015

Economics Major, **Cumulative GPA of 3.51**. Courses taken in International Economics, Econometrics, French, Calculus, Environmental Studies and Writing.

Corona del Mar High School, Corona del Mar, CA

Spring 2011

Girl's State Delegate; Newport Beach City Council Youth Representative; Youth and Government Legislative Committee Chair. National Honor Society, Junior Statesmen of America, and Madrigals Choir.

Skills

- ❖ Microsoft Word, PowerPoint, Excel, Office
- ❖ Google Docs, Facebook, Twitter, Instagram, Vine
- ❖ Proficient with STATA12
- ❖ Proficient in French

KATHARINA O

GEOGRAPHY: International, Northern California and Bay Area, Pacific Northwest

INDUSTRY: [Education: General](#), [Health/Medicine](#), [International Relations](#),
[Language/Culture](#), [Public Health](#)



Education

Scripps College, Claremont Consortium, California

Bachelor of Arts, German Studies, 2014

Work Experience

Motley Coffeehouse

Claremont, California

Assistant Head Manager (May 2012-Dec 2012)

- ❖ 10+ hours per week. Assistant to the head manager, helps to lead staff meetings and be a resource and leader for all fellow employees
- ❖ Financial responsibility: ensures paycheck accuracy, and facilitates our sponsorship program funded by any profits made by the coffeehouse.

Barista (Jan-May 2011, Aug 2013-May 2014)

- ❖ 7-9 hours per week. One of 2-3 baristas on shift who serves and prepares coffee, tea and espresso drinks, as well as food items.
- ❖ Works the register while providing friendly, comfortable and prompt customer service, along with sustainability-focused and environmentally-friendly practices.

Financial Manager (May 2011-May 2012)

- ❖ 10+ hours per week. Manages all of the finances and payment of vendors and sponsorships for the student-run not-for-profit Motley Coffeehouse.
- ❖ Preferred point of contact manager for customer questions and related issues redirected from the baristas.

Summerdarts Program

Davis, California

Swim instructor (June 2006-Dec 2014)

- ❖ 15+ hours per week. Seasonal swim instructor, coach, and competition organizer with the Aquadarts swim team. Provides a constructive and friendly atmosphere and for swimmers ages 3-15.
- ❖ Additionally a Special Olympics volunteer coach 1-2 hours per week. Seasonal swim coach of one on one lessons for special needs children and young adults.

Tiefburgschule Elementary School

Heidelberg, Germany

Assisting and English Teacher (Mar-Aug 2013)

- ❖ 8+ hours per week. Solo English teacher and assistant teacher and supervisor in other subjects for first grade German students as an internship during my studies abroad.

Skills

- ❖ MS Word, MS Excel, MS PowerPoint, MS Outlook

KATHERINE P

GEOGRAPHY: Mid-Atlantic, Midwest, Southern California

INDUSTRY: Education: General, Government/Public Policy, Law

EDUCATION

- Scripps College**, Claremont, CA May 2015
Bachelor of Arts in Legal Studies and Psychology, Minor in Hispanic Studies
Cumulative GPA: 3.5; Fall 2012 Deans List
- Universidad Católica Argentina**, Buenos Aires, Argentina Aug. - Dec. 2013

INTERNSHIP EXPERIENCE

- Information Technology Intern*, **Scripps College Office of Information Technology**, Claremont, CA Jan. 2014 - Present
- Provide technological support for IT Department through assisting students one-on-one in the computer lab
 - Improve the visibility of the IT department through posting on social media platforms such as Facebook and Twitter
 - Assist in general technology troubleshooting, office support, and document creation such as the web, Word, and Excel
- Leadership Development Intern*, **Truman National Security Project**, Washington DC May-Aug. 2014
- Planned and executed 10 policy briefings, 7 skill-building workshops, and 15 social events for members
 - Wrote weekly newsletters for a community of 1,000 policymakers, politics and veterans
 - Managed and manipulated membership data to produce targeted contact lists used to ensure that
- Legislative Intern*, **U.S. Senator Dianne Feinstein**, Washington D.C. May – July 2013
- Conducted research and tracked legislation for the Judiciary Committee on immigration and federal courts
 - Drafted correspondence for staff and for the Congressional Record
 - Attended 10 committee hearings for the Senate Judiciary Committee to enhance my knowledge on policy matters
 - Provided constituent services such as answering front desk telephones, organizing the Senator's schedule, sorting mail

LEADERSHIP EXPERIENCE

- Team Leader & Peer Mentor*, **Scripps College New Student Program**, Claremont, CA Aug. 2012 - May 2013
- Participated in 2 week-long intensive training, which included sessions on sexual assault response training, time management, stress, communication and campus policies
 - Organized orientation events for 260+ attendees in collaboration with 40 other student leaders to help students' transition
 - Provided transition support for 5 incoming students by meeting with them on a monthly basis, planning community-building events and social outings with a tight budget of \$10/student each semester
- Captain*, **Claremont Colleges Field Hockey Team**, Claremont, CA Sept. 2012 - May 2013
- Organized, created, and led practices for 30 team members 2 times/week acting as team's coach
 - Coordinated with administration at the Claremont Colleges about field space, storage, and home games
 - Designed 8 team bonding events and team building activities in order to increase the effectiveness and fluidity of team
- Camp Counselor*, **JCC Apachi Chicago Day Camp**, Chicago, IL June - Aug. 2012
- Led a group of 18 2nd grade girls to oversee camp-wide activities such as swimming
 - Supervised bus route by taking attendance, controlling campers, and dictating changes in the bus route to the driver
 - Developed close relationships with campers through interactions at camp and as babysitter to 4 campers

ADDITIONAL EXPERIENCE

- Tour Guide & Overnight Hostess*, **Scripps College Admissions Office**, Claremont, CA Sept. 2011 - May 2013
- Lead a weekly 1-hour tour to approximately 5 families per tour
 - Informed prospective students and parents about the College to increase the number of applicants and awareness
 - Hosted prospective students' overnight for the purpose of giving them a more in-depth view of the College and to offer a more personalized experience
- Blogger*, **Career Planning & Resources**, Scripps College, Claremont, CA Jan. - May 2012
- Wrote weekly articles about career related topics for the Scripps community
 - Researched and wrote 5 career-related articles that Scripps students were most concerned about
 - Attended career-related panels and fairs for the purpose of enriching blog posts

SKILLS

Language: Proficient in Spanish
Computer / Research: SPSS; Microsoft Word, Excel, and PowerPoint; LexisNexis; Academic Search Premier; ProQuest Congressional; JSTOR; Social Media: Facebook, Twitter, LinkedIn, Pinterest, WordPress, Omeka

KATHARINE S

GEOGRAPHY: International, Northern California and Bay Area, Northeast

INDUSTRY: [Museum Work](#), [Language/Culture](#)

EDUCATION

Scripps College

Claremont, CA 2015

B.A. in Art Conservation

Studio Art Centers International (SACI)

Florence, Italy 2013

- Courses in fresco painting, mural conservation, painting conservation and conservation of archaeological artifacts
- Gained hands-on experience cleaning, relining and retouching 16th century Italian paintings
- Cleaned and reconstructed metal and ceramic artifacts from Cetamura, an Etruscan and Roman archaeological site in Chianti
- Dry, water and chemically cleaned murals in the actors apartments at La Pergola Theatre

Convent of the Sacred Heart High School

San Francisco, CA 2011

EXPERIENCE

Gawain Weaver Art Conservation

San Anselmo, CA

Conservation Intern

Summer 2014

- Tested photographs to identify the photographic processes and assembling sample sets of eighteen different photographic processes to send to potential clients and hand out at workshops
- Mechanical and chemical cleaning of several silver gelatin prints
- Removal of photograph backing using gel and poultice
- Learned how to use a handheld XRF and interpret the results

The Ruth Chandler Williamson Gallery

Claremont, CA

Wilson Conservation Intern

Spring 2014

- Mechanical and chemical cleaning of John Gregory's plaster cast of Romeo and Juliet under supervision of L.A. conservator Donna Williams
- Reorganization of Chinese paintings in the Scripps collection
- Curated an exhibition entitled *Drowning in Drought* in conjunction with two other interns (rcwg.scrippscollege.edu/exhibitions/drowning-in-drought-interns-exhibition-at-the-williamson)

Scuola Primaria Agnesi

Florence, Italy

Teaching Assistant

Fall 2013

- Taught elementary English to second graders
- Organized activities and lessons about American culture

Asian Art Museum of San Francisco

San Francisco, CA

Conservation Volunteer

Summer 2012

- Digitally archived x-rays, assisted in repairing fabric tears and the effects of the elements on an outdoor installation, and assisted in the initial cleaning and weatherproofing of an ancient Japanese bronze.

The deYoung Museum

San Francisco, CA

Teaching Artist Intern

Summer 2012

- Worked with kids ranging from 5-15 years old
- Planned and led lessons revolving around the art in the museum's permanent collection

Denison Library

Claremont, CA

Archival Work

Fall 2011

- Digitally archived historical documents from Ellen Browning Scripps' travels abroad as a part of "Global Tourism and Preservation" course

Uecker and Associates Inc.

San Francisco, CA

Office Assistant

Summer 2008-2012

- Assisted with telephone answering, mailings, assigned projects, bank deposits and other office tasks as necessary

KATHLEEN B

GEOGRAPHY: Northern California and Bay Area, Pacific Northwest, Southern California

INDUSTRY: Health/Medicine, Public Health, Scientific Research/Development, Technology, Sales

Objective

I am entering my fourth and final year at Scripps College, earning a Bachelor of Arts and Science (B.A.Sc.) with a major in Biology. I have experience working in the Health Sciences, as well as in Biotechnology. I am looking to use my current experience with laboratory techniques, depth of scientific knowledge, and breadth of study obtained throughout my years at Scripps College towards future endeavors in the workforce.

Work Experience

Summer Intern, Quintara Biosciences

June 2014 – August 2014

Summer Internship that involved prepping of bacterial DNA samples for sequencing. Additional duties included learning professional laboratory techniques, preparation of agarose gels, cleaning of equipment, picking bacterial colonies, mini-prep, and miscellaneous responsibilities to help organize and run the lab.

Introductory Biology Tutor, Keck Science Department

August 2013 - Present

Weekly tutor for group tutoring sessions. Assisted students with homework assignments for lecture classes, laboratory report writing, studying techniques for quizzes and exams, and answered questions related to understanding course material.

Introductory Biology Tutor, Scripps College

September 2014 - Present

Private Tutor for Scripps College students enrolled in Introductory Biology. Provided specialized assistance on homework, laboratory reports, review of topics, and preparation for exams, as needed by each tutee.

Introductory Biology Laboratory Teacher's Assistant, Keck Science Department

August 2013 - Present

Tasked with preparation of labs before class time, assisting students with laboratory techniques, monitoring progress of students, grading of quizzes and both in-class and homework assignments, and maintenance of overall lab gradebook.

Assistant Manager, McDonalds of Hawaii

May 2011 – August 2013

Responsibilities included three responsibilities of Customer Service, Food Preparation and Cleanliness and Hygiene, as well as additional duties of planning and running shifts, training crew, and handling customer issues.

Education

Scripps College

Expected May 2015

B.A. in Biology. Related courses include Introductory Biology, Physics, Chemistry; Calculus; Organic Chemistry; Biochemistry; Molecular Biology; Cellular Biology; Vertebrate Physiology; Biostatistics. Extracurricular activities include position as co-head of the Claremont Colleges Mixed Martial Arts Club from 2012-2014 and secretary of the Hui O Aloha Claremont Colleges 5-C Hawaii Club from 2012-present.

Volunteer Experience

Emergency Room Volunteer, Castle Hospital

May 2011 – January 2014

Tasked with assisting lab technicians, nurses, and doctors with cleaning of triage rooms, delivery of blood/urine samples to laboratory, directing and delivering patients to destinations in the hospital, etc.

Honors

- National Merit Finalist, 2011
- National Honor Society, 2007 – 2011
- Graduated with Honors, 2011
- James E. Scripps Four-Year Merit Scholarship Recipient, 2011

Skills

- Mastery of Microsoft Office programs (Word, Excel, PowerPoint) as well as IBM SPSS Statistics Software
- Proficient in basic chemistry solution prep, calculating concentrations and molarity, etc.
- Proficient in molecular biology techniques, including bacterial culturing, DNA isolation, PCR, etc.
- Adaptable, Dependable, Eager to Learn, Performs Under Pressure, Flexible.

LAISENG S

GEOGRAPHY: Northern California and Bay Area, Pacific Northwest, Southern California

INDUSTRY: [Event Planning](#), [Education: General](#), [Environment/Sustainability](#),
[Government/Public Policy](#), [International Relations](#)

EDUCATION:

Scripps College, Claremont Colleges

Expected May 2015

Claremont, California

- B.A. in Politics/International Relations, concentration in Power and Justice
- Senior Thesis: Untold Narratives: Refugee Experiences from Laos to Richmond, California

PROFESSIONAL EXPERIENCE:

Scripps Communities of Resources and Empowerment

Claremont, California

Office Assistant

Sep. 2012 — May 2013, Sep. 2014 – Present

- Provided general administrative tasks
- Working with other staff members to program events, including flyer making
- Developed and monitored the department's social media accounts

Intern

Sep. 2013 — May 2014

- Trained staff members and created training curriculum for staff members weekly for three months on leadership skills and development
- Supported staff members weekly on their own training curriculum development
- Created workshops and programs for the entire Scripps community

Scripps College Residential Life, Residential Advisor

Aug. 2013 — May 2014

Claremont, California

- Responsible for referring students to appropriate departments, responded to emergencies, and upholding school housing policies
- Organized dorm specific, and campus wide events to offer resources to students, as well as create a positive living environment for students on campus
- Held administrative duties including on-call duty, writing incident reports, and referring information to supervisors

Asian Pacific Environmental Network (APEN), Intern

May 2013 — Aug. 2013

Richmond, California and Oakland, California

- Outreached as a summer community organizer to build the organization's membership base
- Coordinated volunteers and logistics for the Communities of Local Energy Action Now Festival
- Facilitated workshops and provided support for the Youth APEN and the APEN Academy
- Inputted data and membership information into database system

Asian American Student Union, Community Engagement Coordinator

Sep. 2011 — May 2012

Claremont, California

- Researched Asian American issues and distributed information
- Provided support to students through programming events and mental support
- Led and facilitated large scale workshops and conferences
- Created budget spreadsheets, filing documents, and organization
- Booked and scheduled keynote speakers from all over the nation managing honorariums

Labor Community/Strategy Center, Office Manager Intern/Events Coordinator Intern

Jan. 2012 — May 2012

Los Angeles, California

- Provided general administrative tasks, and assisted office manager and events coordinator
- Advertised and publicized events; Data entry

AWARDS AND SKILLS:

Margo Okazawa-Rey Summer Fellowship, Awardee, "Building Comm(unity)"

Summer 2013

Mellon Undergraduate Pre-thesis Research Fellowship, "Untold Narratives: A Refugee Experience from Laos to Richmond, California"

Summer 2014

Betsy Smith '65 Memorial Scholarship, Awardee, Merit-based Scholarship Recipient

Dec. 2014

Computer Skills: Microsoft Office, Photoshop, InDesign, iMovie, Google Services, Social Media, Database and Data Entry Systems

Language Skills: Intermediate Background in Mien



LAURA G

GEOGRAPHY: Northeast, Pacific Northwest, Southern California

INDUSTRY: [Entertainment](#), [Journalism](#), [Start-Ups](#), [Scientific Research/Development](#), [Visual Arts/Design](#)

EDUCATION

Scripps College

Bachelor of Arts in Biology

Thesis Topic: Impact of Sea Temperature on Outbreaks of *Acanthaster planci* on the Great Barrier Reef

2010-2014

Claremont, CA

NYU Summer in Paris

Courses in Art History and Introductory French

June-August 2013

Paris, France

WORK EXPERIENCE

Keck Science Department, Claremont Colleges

Introductory Biology Lab, Writing Mentor/Tutor

January 2013 – May 2014

Claremont, CA

- Advised students in written lab reports and edited scientific writing
- Collaborated with my fellow tutor to help students prepare for exams and tackle challenging subjects within Biology

Keck Science Department, Claremont Colleges

Introductory Biology Grader

August 2012 – May 2014

Claremont, CA

- Assessed and critiqued submitted assignments for all Introductory Biology labs
- Maintained a working knowledge of all subject material covered in Introductory Biology

Life Technologies, Inc.

Corporate Communications Intern

June 2011-August 2011

Carlsbad, CA

- Facilitated the redesign of the company image through direct participation in updating its website and establishing the presence of the company on social media outlets such as Facebook and Twitter
- Drafted press releases announcing new products and services by the company and various other writing and PR projects

RESEARCH EXPERIENCE

Scripps Institute of Oceanography

Research Assistant

June 2014-present

La Jolla, CA

- Managed the preparation and analysis of algae samples collected from the Southern Line Islands
- Explored the implications of the varying pigment levels and degree of calcification between the examined islands and depths
- Examined change in community structure across depths and islands as a function of natural nutrient availability through analysis of pigment concentrations and $\delta^{15}\text{N}$ levels
- Assessed changes in coral heterotrophy vs. autotrophy across depths, and how nutrient subsidies alter this pattern across islands

Keck Science Department, Claremont Colleges

Independent Study Marine Ecology Research

January 2013 – May 2014

Claremont, CA

- Determined the effects of thermal and tidal stress on barnacle behavior
- Collected specimens from California coast and maintained for testing in salt water tanks
- Coded cirri extension behaviors under varying thermal conditions
- Tracked respiration rates using dissolved oxygen measurements

UPPER DIVISION COURSES

Organic Chemistry with Lab, Tropical Ecology, Marine Ecology with Lab, Biogeography, Genetics, Animal Behavior, Molecular Biology with Lab, Cell Biology, Vertebrate Physiology, The Social Brain

TECHNICAL AND LANGUAGE SKILLS

Computer – PC/Mac, Microsoft Office, ArcGIS, DIVAGIS, Adobe Photoshop

Language – Intermediate Spanish and Basic French

Biological – Western Blotting, Gel Electrophoresis, Electromyography, Microscopy, Spectrophotometry

ACTIVITIES

Scripps College Commencement Speaker Committee

Scripps College Challah for Hunger

Editor, *Scripps Voice*

Scripps College Marine Biology Club (President)

Admissions Ambassador (of the Year 2012)

August 2012 – May 2014

January 2012 – May 2014

August 2011 – May 2013

September 2010 – May 2014

August 2010 – May 2014

LAURA R

GEOGRAPHY: Northeast

INDUSTRY: Health/Medicine



EDUCATION

Scripps College- Claremont, CA; BA in Psychology, Minor in Biology *2011-present*
Relevant Pre-Med Coursework (to be completed by Spring 2014): Vertebrate Physiology (1 semester); 4 hours of lab per week, Vertebrate Anatomy (1 semester); 4 hours of lab per week, Introductory Physics (1 year); 3 hours of lab per week, Biochemistry (1 semester), Organic Chemistry (1 year); 4 hours of lab per week, Genetics (1 semester), General Chemistry (1 year); 4 hours of lab per week, Introductory Biology (1 semester); 4 hours of lab per week

Massachusetts College of Liberal Arts- North Adams, MA *Spring 2010*
Introductory Biology (1 semester); 4 hours of lab per week

Mount Greylock Regional High School- Williamstown MA *2005- 2011*

PUBLICATIONS

Castaño, Rosenthal, and Ho. "‘To Be or Not To Be...’ Cancer Stem Cells or Not Cancer Stem Cells." *Journal of Postdoctoral Research*. 11, November 2013. Web.

RELEVANT MEDICAL EXPERIENCE

Mount Sinai School of Medicine- New York, NY *Summer Intern* *June-August 2014*

- Observed clinical psychiatric assessments
- Conducted phone screens
- Witnessed Deep Brain Stimulation surgery and programming sessions
- Learned about the clinical research process

Community Emergency Resources Team- Claremont, CA *Team Leader* *September 2012-May 2014*

- Received training necessary in the event of a natural disaster: first aid, CPR, triage
- Accepted responsibility of coordinating with Scripps administrators as well as medical team to help as many people as possible to safety in the event of a natural disaster

Brigham and Women’s Hospital- Boston, MA *Summer Student* *Summer 2013*

- Investigated systemic instigation in immune-competent mice with HER2+ Breast Cancer
- Performed immunofluorescent staining and analysis of mouse blood
- Recorded procedures in lab journal

Berkshire Medical Center- Pittsfield, MA *Volunteer* with Dr. Galvez *June-August 2012*

- Observed diagnostic process, pre/post-operative consultation
- Watched surgeries: (1) Gall bladder removal (2) Robotic lobectomy (3) Bronchoscopy (4) Hernia repair (5) Balloon angioplasty (6) Bifemoral endarterectomy
- Learned about sanitation processes before entering the operating room

ADDITIONAL EXPERIENCE

Challah for Hunger-Claremont, CA *September 2012-present*

SoCo Creamery- Hancock, MA *Co-manager and Server* *May-August 2011*

Water Street Grill Restaurant- Williamstown, MA *Hostess* *May-July 2009*

EDUCATIONAL AWARDS AND SOCIETIES

- Psi Chi *October 2014*
- Esterly Award *April 2014*
- Dean’s List *Fall 2012-Fall 2013*
- National Honors Society *Fall 2010*

LAURA RO

GEOGRAPHY: Northern California and Bay Area
INDUSTRY: [Human Resources/Recruiting](#), [Marketing/Advertising](#)

EDUCATION

- Scripps College**, Claremont, CA Expected May 2015
- Bachelor of Arts in Psychology and Media Studies; GPA: 3.70/4.0
 - Psychology Thesis: Watching Television as a Surrogacy for Social Interaction
 - Media Studies Thesis: Shifting Business Strategies in Television Across Viewing Platforms
- Queen Mary University of London**, London, England (Semester Abroad) Spring 2014

RELEVANT EXPERIENCE

- International Place of The Claremont Colleges**, Claremont, CA Fall 2014 - Present
Video Marketing Intern
- Created a video archive of the year's main events
 - Filmed and edited marketing videos for the International Gala event

- Spencer Stuart**, San Mateo, CA Summer 2014
Research Analyst Intern
- Conducted wide-ranging research to identify prospective candidates for executive positions in the Technology, Media, and Telecommunications Practice
 - Researched software-as-a-service (SaaS) to identify market leaders and trends for business development
 - Performed extensive research on corporate alumni networks to inform and create a network for Spencer Stuart
 - Created and designed a webpage for the internal Spencer Stuart site by learning basic HTML and Photoshop with minimal direction

- American and Media Studies Department, Scripps College**, Claremont, CA Spring 2013 - Fall 2013
Research Assistant
- Assisted with academic research on United States history focused on popular culture, media studies, and ethnic studies
 - Identified common themes in video recordings and written transcripts of former Scripps students to help faculty develop updated coursework
 - Created a digital library of 200 photos using Adobe Photoshop for an upcoming book on the Civil Rights Movement

- Yahoo! Event Marketing Team**, Sunnyvale, CA Summer 2013
Intern
- Planned and executed more than a dozen events attended by thousands of people including the shareholders' meeting, company picnic, multiple industry events, and company all-hands meetings
 - Created a long-term Flickr photo archive consisting of 45,000 photos of major company events to enable team collaboration to identify both public and private-facing photos
 - Produced and delivered PowerPoint presentations, created written material, and provided hands-on training to approximately 20 employees on the use of photo technology to update the archive on an on-going basis
 - Organized the children's arts and crafts component of the company picnic by identifying vendors, developing a plan, negotiating prices, and managing the delivery of supplies
 - Brainstormed at marketing workshops and meetings on topics ranging from mobile applications to online Web series

ADDITIONAL EXPERIENCE

- Challah for Hunger**, *Sales Associate*, Claremont, CA Fall 2013 - Present
- Claremont Children's School**, *Assistant Teacher*, Claremont, CA Fall 2013
- Study Buddies**, *Tutor*, Claremont, CA Spring 2013
- Castilleja Summer Camp**, *Coordinator of Leadership Training Program*, Palo Alto, CA Summer 2012
- Mid-Peninsula Media Center**, *Leader of the Youth Advisory Council*, Palo Alto, CA Fall 2009 - Spring 2012

SKILLS AND INTERESTS

Computer and Video Skills: Python, Microsoft Office, Adobe Premiere, Final Cut Pro, Videography

Social Media: Facebook, Twitter, Word Press, Flickr, LinkedIn

Awards: Dean's List (Spring 2012 - Spring 2014), Girl Scout Gold/Silver/Bronze Awards

Languages: Proficient in Spanish

LAURELS

GEOGRAPHY: Northeast, Midwest, Southern California

INDUSTRY: [Entertainment](#), [Journalism](#), [Marketing/Advertising](#), [Start-Ups](#)

EDUCATION

Scripps College (Claremont, CA), Class of 2015

- BA in American Studies, Media Studies Minor, Dean's List every semester, Humanities Institute Junior Fellow

FAMU International (Prague, Czech Republic), Fall 2013

- The Film and Television School at the Academy of Performing Arts
- Wrote, directed and edited a feature short on 16mm film

MEDIA EXPERIENCE

Media Relations Assistant (Claremont, CA)

August 2014-Present

- Interview students, faculty and staff to present media pitches to reporters on behalf of the Scripps College Office of Marketing and Communication

- Draft media releases for upcoming events and distribute them to local press

Chapter Leader of I AM THAT GIRL: Scripps College (Claremont, CA)

May 2014-Present

- Founder of the Scripps College local chapter of the national non-profit, I Am That Girl, which seeks to create and promote healthy media content for girls

- Hold weekly meetings to plan and produce three multi-media projects each semester

The Scripps Voice Multimedia Director (Claremont, CA)

October 2013-Present

- Spearheaded revising the newspaper's website to include video content

- Shoot, edit and produce packages in addition to managing a staff of cameramen, editors, and reporters

WGBH, American Experience Production Intern (Boston, MA)

May 2014-August 2014

- Pitch and produced a pilot for an upcoming web series as an extension of American Experience

- Conducted research projects relating to historical topics showcased in the series

- Engaged with viewers by updating the show's on-line interactive content

The Film Posse Production Intern (Boston, MA)

May 2014-August 2014

- Assisted the company in researching historical aspects and social advocacy projects relating to housing discrimination to incorporate into their documentary about *Raisin In The Sun* author, Lorraine Hansberry

- Helped raise \$100,000 for a Kickstarter campaign through social media strategy

Fox 9 and My 29 Social Media Intern (Eden Prairie, MN)

May 2012-August 2012

- Engaged with over 30,000 fans and viewers through the station's Facebook and Twitter pages

- Used research skills to help find interview subjects for reporters in the field

POLITICAL, ADVOCACY AND ORGANIZING EXPERIENCE

2014 Napier Fellow

October 2014- Present

- Accepted into the Napier Fellowship program after drafting a grant proposal to create a summer program for teenage girls to use video production as a means for teambuilding and self-esteem workshops

Project CURE (St. Paul, MN)

August 2007-July 2014

- Created and executed a business model for a fundraiser to raise money for chronically ill children to attend summer camp while educating the public about pediatric chronic illness. Ultimately provided 40 campers with scholarships

- Pitched and shared my story with local news outlets

- Joined the Crohn's Journey Foundation's blogging team in 2013 as an extension of the project

American Studies Research Assistant (Claremont, CA)

January 2012-May 2014

- Meticulously archived and sorted over 8,000 articles about public school integration

- Awarded a Mellon Grant to conduct research and present findings to the community

Communications Intern at the Office of Governor Mark Dayton (St. Paul, MN)

May 2013-August 2013

- Monitored and catalogued media about Governor Mark Dayton that appeared in local and national news

- Updated web content about policy and social engagements

- Shot and edited a PSA explaining the Dream Act to the public

President's Advisory Committee on Diversity and Inclusivity (Claremont, CA)

January 2013-May 2013

- Collaborated with a group of Scripps College community members to draft a strategic plan for the school's president

- Goals included increasing both the diversity and the accessibility of the institution to marginalized individuals

SKILLS

Social Media Engagement, Final Cut Pro 7 & X, Microsoft Office Suite, YouTube Management, Celtx, DSLR Video Production, After Effects, Photoshop, Adobe Illustrator

LAUREN M

GEOGRAPHY: Mid-Atlantic, Northeast, Northern California and Bay Area
INDUSTRY: [Environment/Sustainability](#), [Government/Public Policy](#), [Journalism](#),
[Law](#), [Sports/Recreation](#)

EDUCATION

Scripps College

Bachelor of Arts, Gender & Women's Studies and Environmental Science

May 2015
Claremont, CA
GPA 3.95

- Senior Honors Thesis: "Phthalate Biomonitoring: Policy Effects and Implications"
- New Generation Scholar—includes a merit scholarship for full tuition, room, and board
- Danish Institute for Study Abroad, Fall 2013

POLITICAL EXPERIENCE

Scripps College, Student Activist, SAS Sustainability Chair

Claremont, CA, September 2012 - Present

- Participate in bi-monthly meetings of the President's Advisory Board on Sustainability to plan the direction and implementation of sustainability efforts on campus
- Organized students to influence the Scripps Administration to change policies on water use and landscaping; succeeded in having 17,000 square feet of grass replaced with native plants
- Met individually with Scripps' President to discuss sustainability in a proposed dorm, worked with the Environmental Club to start a petition to the Board of Trustees, and wrote a speech to the Board on the topic; succeeded in getting a commitment to LEED Gold Standards from the Board

Breast Cancer Fund, Program and Policy Intern

San Francisco, CA, June - August 2014

- Collaborated with staff to review scientific papers informing legislative efforts and education campaigns
- Suggested and created a system using Microsoft Excel and the coding software Python to organize more than 3,000 personal care products based on their ingredients that have negative health impacts
- Contacted Congressional offices to educate them about breast cancer prevention and garner their support
- Summarized legislation and rulemaking comments for colleagues
- Researched and wrote a fact sheet about biomonitoring for use as educational material

The Raben Group, Intern

Washington, DC, June - August 2013

- Researched and wrote background memos on legislation and organizations for staff and clients at a public policy/lobbying organization promoting social justice and environmental protection
- Actively participated with staff and clients in strategy sessions for lobbying
- Assisted lobbyists during congressional hearings and on visits to members of Congress and their staff
- Conducted outreach for events by contacting possible attendees and journalists over the phone; staffed events

U.S. House Appropriations Committee Minority Staff, Intern

Washington, DC, June - August 2012

- One of eight LGBTQ students selected from across the country to be sponsored by the Victory Institute to intern in Congress and train in political skills such as coalition building, administrative advocacy, managing online campaigns, fundraising, and messaging
- Conducted research and attended meetings to write memos, report language, amendment abstracts, and talking points for Representatives; became closely acquainted with the appropriations process
- Compiled and managed amendment books for sub- and full committee markups and House floor debate
- Supported Appropriations staffers, including calling Representatives' offices and running errands during floor debate while tracking the bill-reading process

ACTIVITIES

Student Representative, Scripps College Board of Trustees, Educational Policy Committee

2014-15

Tutor/Grader, Harvey Mudd Computer Science Department

2014

Career Consultant, Scripps College Career Planning & Resources Office

2012-14

Food Justice Educator, Crossroads, Inc., a living and learning community for formerly incarcerated women

2013

Volunteer, Vesterbrospejderne (a Danish Youth Scouting organization)

2013

Coordinator, Scripps College Food Rescue—recruited and managed 12 students in the distribution of dining hall food to a local shelter; worked with dining halls to coordinate pick-up of food

2012-13

Company Member, Claremont Colleges Ballroom Dance Company

2012

EDUCATION

The Claremont Colleges , Claremont, CA (Scripps College)	<i>Spring 2015</i>
<ul style="list-style-type: none"> • <i>Bachelor of Arts in Politics and International Relations, and Organizational Studies, Double Major</i> • <i>Recipient of The Esterly Award, Undergraduate Research Fellowship</i> • <i>Thesis: The Economics of Cybersecurity in US and China Relations</i> 	
The London School of Economics , London, England, United Kingdom	<i>Summer 2014</i>
School for International Training , Geneva, Switzerland	<i>Spring 2014</i>
Mercersburg Academy , Mercersburg, PA	<i>Graduated in Spring 2011</i>
<ul style="list-style-type: none"> • <i>Relevant Coursework: Financial Economics (Harvey Mudd College), Enterprise and Entrepreneurship (Harvey Mudd College), Computer Science I (Claremont McKenna College), Financial Law and Regulation (The London School of Economics), Economic Analysis (Claremont McKenna College), Statistics, Organizational Behavior</i> 	

WORK EXPERIENCE

Accounting Intern , Karen Rand Associates, New York, NY	<i>Summer 2014</i>
<ul style="list-style-type: none"> • Financial management and bookkeeping services for high net-worth private clients and businesses • Developed skills in QuickBooks software, grew familiar with financial statements • Assisted in preparing materials for budgeting and audits on client profiles 	
Founder , Rev The Jet, Global	<i>Spring 2014</i>
<ul style="list-style-type: none"> • Built a monetized travel guide during my time studying in Europe, tested over €6000 in services • Purchased a domain, negotiated deals, attained compensated meals and luxury accommodations, handled meetings with hotel and restaurant managers in some of the most elite properties in Europe 	
Public Relations and Special Events Intern , The Pace Gallery, New York, NY	<i>Summer 2013</i>
<ul style="list-style-type: none"> • Assisted in the arrangement of gallery events, including the music video shoot for Jay Z's "Picasso Baby" • Monitored social media platforms (Artsy, Instagram, Pinterest) 	
Office Manager , Captain Tom's Fishing Charters, Nantucket, MA	<i>Summer 2012</i>
<ul style="list-style-type: none"> • Responsible for the billing and scheduling of boats and captains, customer management through phone and online bookings of approximately \$275,000 • Managed company website www.capttom.com and Facebook page 	
Events Management and Planning Intern , Artists Association of Nantucket, Nantucket, MA	<i>Summer 2012</i>
<ul style="list-style-type: none"> • Organized the annual Art Auction and Gala which sold a record number of pieces • Coordinated teams for weekly exhibit openings promoting local artists 	

COMMUNITY INVOLVEMENT

Equities Team , Sagehen Capital Management, Claremont, CA	<i>Fall 2014-Present</i>
<ul style="list-style-type: none"> • Partaking in a student run hedge fund with over 1.4 million dollars in assets • Researching and pitching potential equity investments, along with market neutral strategies and hedging 	
Planning Associate , TED Talks at the Claremont Colleges, Claremont, CA	<i>Spring 2013-Present</i>
<ul style="list-style-type: none"> • Target notable speakers and advertise for an independently organized TED event on campus 	
Class Agent , Mercersburg Academy	<i>Spring 2011-Present</i>
<ul style="list-style-type: none"> • Elected as representative for alumni affairs, responsible for maintaining alumni involvement and financial support 	
Head Field Hockey Coach , Saint Gertrude High School, Richmond, VA	<i>Fall 2012</i>
<ul style="list-style-type: none"> • Arranged daily drills and conditioning exercises for a girls middle school club team 	
President of the Student Body , Mercersburg Academy	<i>2010-2011</i>
<ul style="list-style-type: none"> • Initiated a new program with the Alumni and Development Office to increase student and alumni interaction • Allocated resources and monitored budgets for 45 clubs and organizations, and restructured student government 	
Participant , Bold Earth Adventures, Golden, CO	<i>Summer 2008,2009,2010</i>
<ul style="list-style-type: none"> • Summer Community Service Trips to Africa, Thailand, and Australia 	
Activities: Field Hockey Team, Claremont Ski Club, Outdoors Club, and Volunteer Chef for The Grove House	

LUCIA N

GEOGRAPHY: Northern California and Bay Area, Mid-Atlantic, Northeast

INDUSTRY: Government/Public Policy, Law, Public Health, Social Services, Language/Culture

EDUCATION

Scripps College

May 2015

- Bachelor of Arts, Environmental Analysis Policy Track, Hispanic Studies minor, James E. Scripps Scholar
- Study Abroad: Comparative Ecology & Conservation, School for International Training, Quito, Ecuador, Fall 2013
- Senior Thesis: "Local Food Networks and the Power of Community"

RESEARCH EXPERIENCE

Accountability Counsel, Undergraduate Intern, San Francisco, CA

May-August 2014

- Composed legal memos providing background information for human rights advocacy cases by summarizing technical reports and responding to attorneys' feedback
- Selected and organized photos and videos from a collection of thousands of files for a new promotional video
- Revised website errors, collated donor letters, updated brochure and video script

Scripps College, Mellon Undergraduate Research Fellow, Claremont, CA

May-August 2013

- Co-investigator with professor on case study research project: "Local Food Networks and the Power of Community"
- Managed contact list of over 100 people and communicated effectively with activists and officials in the local food network to plan and execute about 40 ethnographic interviews
- Composed preliminary paper; coauthoring an academic article that defines local food networks and explores their ability to reach food justice goals

Scripps College, Humanities Institute Junior Fellowship Program, Claremont, CA

September-December 2012

- Faculty-nominated and selected to participate in interdisciplinary seminar "Social Media and Social Change: Negotiating Access, Control, and Unrest in the Information Age" taught by visiting leading scholars and industry professionals
- Produced individual project/research paper "From Compost to The Cloud: Linking Food Justice and Social Media Through the Lens of a Small Local Nonprofit"
- Designed photo project illustrating a local nonprofit's food justice community engagement projects; photos used in organization brochures and on website www.fallenfruitfromrisingwomen.org/

ADVOCACY & LEADERSHIP EXPERIENCE

Environmentalists of Color, Organize!, Co-president, Claremont, CA

September 2014-Present

- Coordinate and facilitate group meetings and events to foster a community space for students of color to discuss environmental issues with a discourse that centers people of color

Café Con Leche, Board Member, Claremont, CA

May 2014-Present

- Document club events as Historian with digital photography to share on a public Facebook page
- Contribute in board meetings to plan meeting topics and special events to affirm non-monolithic Latina identity

Scripps Sustainability Committee Advisory to the President, Student Representative, Claremont, CA

February 2012-Present

- Strategize with other students to prepare for transparent committee meetings and progressive sustainability policies

Assistant Counselor and Counselor, Sanborn Western Camps, Florissant, CO

May-August 2012

- Planned weekly group activities, assisted overnight trip leaders, lifeguarded, facilitated conflict resolution, maintained flexible and positive atmosphere in cabin and activities
- Promoted to counselor during staffing switch for excellent performance and responsibility

Organic Gardening Program Lead Intern with Crossroads, Inc., Claremont, CA

January-May 2013

- Coordinated 10 volunteers (college students, community members, and formerly incarcerated women) and directed weekly gardening sessions at two local homes in Claremont to build community and critically engage diverse volunteers with food justice and incarceration issues and advocacy

Essie Justice Group, Intern, San Francisco, CA

October-December 2014

- Compiled a background and talking points sheet for Advisory Board by critically communicating with Executive Director

SKILLS & ACTIVITIES

- Language: Advanced Spanish; lead Spanish conversation class for intermediate Spanish students at Scripps College
- Contribute to creative writing workshop series in local women's prison
- Proficient in digital photography, Microsoft Office (Word, Excel, Powerpoint), social media (Facebook, Twitter)

MABELLE B

GEOGRAPHY: Northern California and Bay Area, Southern California, Northeast

INDUSTRY: [Scientific Research/Development](#), [Visual Arts/Design](#)

EDUCATION

Scripps College, Claremont, CA

Expected May 2015

- Bachelor of Arts in Psychology and Studio Art
- Relevant courses: Research Designs, Psych Stats, Advanced Stats, Abnormal Psych, Cognitive Psych, Contemporary Prejudice, Social Psych
- Psychology senior thesis: Effects of a subjective “new beginning” on health-related motivation and behavior
- Studio Art senior thesis: Exotification of Asian women in American Culture
- Awards: Dean’s Honor List: Fall 2012, Fall 2013, Spring 2014

RESEARCH EXPERIENCE

Summer Research Assistant, *Cohen Lab*, Stanford University, Stanford, CA

2013 - 2014

- Leadership: Organized and collaborated with researchers; delegated tasks and supervised coding work
- Trained to run lab study. Able to independently run a lab study and keep track of participants
- Communication of psychological findings: Wrote up daily report of activities and codebooks
- Collaboration: Communicate with psychologists, professors, and other research assistants
- Problem-solving: Trained to respond effectively and to take proactive steps towards a solution

Research Assistant, *Human Cognition Lab*, Claremont McKenna College, Claremont, CA

2013 - 2014

- Teamwork: Collaborate with a team of four other undergraduate students
- Brainstorming: Improve scale to better suit younger adults/college participants for study on critical thinking
- Poster presentation: Presented a poster at the WPA 95th Annual Convention with a team of four other college students; communicated study and findings to other researchers

WORK EXPERIENCE

Building Manager, *Sallie Tiernan Field House*, Scripps College, Claremont, CA

2012-2013

- Oversaw and monitored all activities and events at the Tiernan Field House
- Helped maintain a high standard of customer service to all patrons
- Responsible for maintaining a high standard of customer service and safety

PROFESSIONAL PRESENTATIONS

B, H., B, M., L, H., S, T., M, C., & P, C. (April, 2014). Operation ARA: Improving scientific reasoning by engaging students through a serious game. Poster presented at the Western Psychological Association (WPA) 95th Annual Convention, Portland, Oregon.

EXTRACURRICULAR ACTIVITIES

Secretary & Treasurer, *Scripps Students Art Collective*, Scripps College, Claremont, CA

2014 - Present

Co-Programming Team Lead, *Scripps Advocates for Survivors of Sexual Assault*, Claremont, CA

2014 - Present

SKILLS

- Microsoft Word, Powerpoint, Excel
- SPSS
- Qualtrics Software
- Facebook; Tumblr; Instagram; Wordpress; Cargo Collective
- Indonesian (Proficient)

MADELEINE H

GEOGRAPHY: Mountain, Northern California and Bay Area, Pacific Northwest

INDUSTRY: [Consulting/Management](#), [Event Planning](#), [Marketing/Advertising](#), [Visual Arts/Design](#)

EDUCATION

Scripps College

Bachelors of Arts: Critical Media Studies, minor in Psychology

Claremont, CA

Expected May 2015

- Related Coursework: Digital Media Studies, Industrial and Organizational Psychology, Race, Sex and Representation in Popular Culture, Psychology of Women
- Dean's List: Spring 2013, Fall 2013, Spring 2014
- Senior Thesis: *Deconstructing 'Empowerment in Nike's 2010 Campaign: A Critical Assessment of Female Targeted Sports Marketing'*

Studio Arts International

Study Abroad- Focus on Graphic Design/Layout

Florence, Italy

August 2014- December 2014

EXPERIENCE

Sales and Marketing Intern

Destination Luxury, Los Angeles, CA

October 2014-Present

Destination Luxury is an online magazine platform designed to promote luxury goods, hotels, and services

- Marketed the Destination Luxury online marketing packet and expert branding solutions to over 100 potential clients through email and outbound calls
- Identified and developed new client leads for Destination Luxury and managed existing client accounts
- Qualified leads and conducted in-depth needs assessments of potential clients

Claremont Chapter Member

I Am That Girl, Claremont, CA

September 2014- Present

I Am That Girl is a nonprofit that aims to empower girls around the world through the promotion of media literacy

- Initiated the creation of the first local Claremont chapter of I Am That Girl
- Organized media and publicity events within the Scripps community and marketed I Am That Girl brand towards the Claremont community through social media initiatives and two promotional videos

Trip Leader and Barn Staff Member

Teton Valley Ranch Camp, Dubois, Wyoming

June-August of 2012-2014

TVRC is a nonprofit wilderness education camp for boys and girls aged 11-16

- Directed trips as a youth development professional in the Wyoming backcountry
- Managed the risks and inherent dangers of backcountry travel while creating a fun and educational environment for youth participants
- Managed and cared for a herd of 60 horses while coordinating engaging and safe riding activities for youth campers

ADDITIONAL SKILLS AND INVOLVEMENT

Skills

- Proficient with Microsoft Office, Adobe Illustrator, social media and research databases
- Intermediate Italian

Campus Involvement

Claremont-Mudd-Scripps NCAA Division III Women's Lacrosse

Fall 2011-Present

- Balanced 25+ hours/week of training, competition, and travel in addition to academics

Claremont-Mudd-Scripps Facilities Employee

September 2014- Present

- Communicated with facility staff to maintain a clean and safe fitness and athletic facility for the Claremont-Mudd-Scripps Consortium

Claremont-Mudd-Scripps Intramural Referee

September-December 2013

- Directed intramural sports games and events within the Claremont Mudd Scripps athletic department

MAGGIE S

GEOGRAPHY: Northern California and Bay Area, Pacific Northwest, Southern California

INDUSTRY: [Architecture/Planning](#), [Environment/Sustainability](#), [Visual Arts/Design](#)

EDUCATION

Scripps College, Claremont, CA Expected Graduation May 2015
Bachelor of Arts in Environmental Analysis
Focus in Sustainability and the Built Environment, Dean's List Spring 2012, 2013

Danish Institute for Study Abroad, Copenhagen, Denmark Fall Semester 2013
Sustainability in Europe Program

Lakeside School, Seattle, WA Class of 2011

WORK EXPERIENCE

Friends of Waterfront Seattle, Seattle, WA: Intern, Summer 2014

Focused on strengthening community engagement and support behind the City of Seattle's plans to transform the central waterfront into a dynamic public space. Primarily worked on identifying and incorporating sustainability features of the project into outreach material, researching funding opportunities, and maintaining a database of donors, partners, and event participants. Required high levels of creativity and organization, knowledge of the natural environment, good communication skills, and the ability to manage day-to-day and ongoing projects simultaneously.

Sustainable Seattle, Bullitt Center (Capitol Hill), WA: Sustainability Intern, Summer 2013

Wrote grants, researched local sustainability initiatives, attended meetings with major partners including the City of Seattle, visited project sights, and helped plan and organize community events. Represented Sustainable Seattle at several summer events, answered questions about sustainability and storm water management, helped write and send out monthly newsletters, and maintained a database of members, donors, and partners. Required strong communication skills, high levels of creativity and organization, flexibility, ability to work in a team, and ability to work on several projects at once.

Nordstrom, Bellevue, WA: Sales Support, Summer 2012

Cashiered, ran fitting rooms, assisted customers, and maintained a neat shopping environment. Worked with sales team to develop sales strategies. Required strong communication skills, high levels of organization, and ability to work under stress.

AWARDS & CERTIFICATES

National Merit Corporate Scholarship Semi-Finalist, September 2010

Scripps College Grant for the Environment Recipient, May 2013

CLUBS & INTERESTS

5C Designing Urban Spaces Club (2014-Present)

Working with other students from the Claremont Colleges to make design and planning a more accessible field to students, connect and engage the 5C community and other institutions through relevant events and activities, and develop a well-rounded design curriculum that will better equip students for a career in architecture or urban planning.

Scripps Environmental Club (2013-2014)

Campaigned for increased environmental action across the Claremont campuses. Efforts include lobbying for the future dormitory to be LEED certified, starting a green revolving fund, and decreasing water use around campus.

Graphic Design

Enjoy putting together handouts and presentations & helping friends and families create visually stimulating projects that help convey their message.

Hiking and Travel

Enjoy hiking with friends and families in the Pacific Northwest as well as around Mt. Baldy in Southern California. Have travelled independently both locally and internationally.

TECHNOLOGICAL SKILLS

Proficient in Mac OS, and MS Office, Salesforce, Google Sketch Up, and taking classes Spring 2015 in Geographic Information Systems (ArcGIS), Adobe Photoshop, Illustrator, and InDesign.

MARIEL D

GEOGRAPHY: International, Pacific Northwest, Northeast
INDUSTRY: [International Relations](#), [Language/Culture](#), [Technology](#)

Education

Scripps College, Claremont, CA

May 2015

- Bachelor of Arts, French Studies and Middle Eastern Studies
 - 40-page senior thesis due prior to graduation
- 3.5 GPA, Dean's List Fall 2012 and Fall 2013

American University Center of Provence, Marseille, France

January – May 2014

- Relevant coursework:
 - French and North African Cultural Patterns (French 310)
 - France and North Africa (Political Science 334)
 - Middle Eastern Political Developments (Political Science 338)

Work Experience

Class of '73 Intern, Scripps College, Claremont, CA

September 2014 – May 2015

- Configure student laptops for use on the Scripps College network
- Diagnose and fix computer problems encountered by students on their personal machines
- Maintain and troubleshoot college-owned computers and printers reserved for student use

Legislative Intern, Office of U.S. Senator Maria Cantwell, Washington D.C.

May – August 2014

- Attended hearings and wrote briefing memoranda for staffers
- Researched and reported on current issues related to proposed legislation
- Answered phone calls and processed incoming correspondence
- Responded to constituent concerns over the phone and in writing

Information Technology Intern, Scripps College, Claremont, CA

January 2012 – December 2013

- Offered user support to the Scripps College community
- Maintained functionality in student computer labs and technical classrooms
- Delivered onsite assistance for hardware and software to staff and faculty

Africa Outreach Intern, Coalition for the International Criminal Court, New York, NY *June – August 2013*

- Researched ongoing cases and situations of the International Criminal Court in Africa
- Compiled weekly reports on current issues pertaining to the ICC's work in the region
- Attended meetings relevant to African affairs at the United Nations

Summer Campaign Intern, Washington United for Marriage, Seattle, WA

May – August 2012

- Led biweekly phone banks targeting undecided voters and volunteers
- Canvassed voters at local farmers' markets and major civic events
- Electronically processed donor and volunteer data as required by law

Skills

- Languages: French (conversational and written fluency), Modern Hebrew (conversational proficiency), Modern Standard Arabic (elementary reading proficiency)
- Computer expertise: Mac/PC, Microsoft Office, Adobe Photoshop, document and media scanning



MARJORIE P

GEOGRAPHY: Northern California and Bay Area, South Atlantic, Southern California
INDUSTRY: [Entertainment](#), [Environment/Sustainability](#), [Scientific Research/Development](#),
[Start-Ups](#), [Technology](#)

Education

Scripps College, Claremont, CA
Bachelor of Arts in Computer Science through Harvey Mudd College, Minor in Music Expected 2015
GPA: 10.7

Experience

Intern, Scripps College Information Technology September 2013 – October 2014
Claremont, CA

- Update the layout and structure of college-owned websites using CSS and JavaScript.
- Assist in upkeep of college-owned computers and printers across campus.
- Interact with professors, staff, and students.

Intern/Content Developer, authenticWEB Seasonal 2012 - 2014
Orlando, FL

- Edited and organized video promoting a variety of businesses (e.g. lawyers, caterers, dentists).
- Wrote and edited content for a variety of business websites.
- Uploaded and formatted content using WordPress.

DJ, KSPC January 2012 – present
Pomona College, Claremont, CA

- Play CDs, vinyl records, and digital recordings on the air.
- Speak on the air, giving announcements, descriptions of music, and general banter.
- Host call-in ticket giveaways during show.
- Adhere to FCC regulations about before-10 radio content.

Album Reviewer, KSPC January 2012 – present
Pomona College, Claremont, CA

- Listen to and review independent music track-by-track for KSPC.
- Review an album every week.

Skills

- Knowledge of (from most familiar to least): Python, C++, Java, Objective C, C, HTML/CSS, Racket, Prolog
- Proficient in Microsoft Office (Word, PowerPoint)

Awards

- James E. Scripps Scholar (four-year scholarship for half tuition)
- Scripps College Dean's List (first four semesters)
- National Merit Scholarship Finalist
- Selected by professor to enter essay competition (2012)

Activities

- Front Ensemble Captain, Bishop Moore Band
- Outreach Coordinator, Scripps College Nostalgia Club
- Member, Pomona College Band

EDUCATION

Scripps College - Claremont, CA

May 2015

- Bachelor of Arts in Media Studies (Digital Track); Minor in Environmental Analysis
- GPA: 3.8, Dean's List Fall 2012 & 2013, Spring 2013 & 2014
- Related Coursework: Digital Media in Marketing, Social Life of Media, Intro to Computer Science, Digital Imaging, Urban Analytics and Research Methods, Political Economy,
- Senior Thesis: *Challenges of Connectivity: An Analysis of Anti-vaccination Dialogues on Social Media*

Danish Institute for Study Abroad- Copenhagen, Denmark

Spring 2014

PROFESSIONAL EXPERIENCE

Communications and Marketing Student Worker, **Scripps College**, Claremont, CA

September 2011- Present

- Create and edit at least two press releases and news stories each week.
- Research and interview subjects for future stories.
- Compose and schedule social media posts on a weekly basis.
- Actively contribute to marketing strategy sessions; Organize and manage photo shoots.

Communications Intern, **National Restaurant Association**, Washington, DC

June 2014- August 2014

- Derived insights with Google Analytics to make strategic decisions about web redesign.
- Increased web traffic by 15% through web redesign.
- Interviewed seven restaurant professionals and composed four web stories under tight deadlines.
- Developed and scheduled copy for Facebook, Twitter, and blogs.

External Affairs Intern, **Guggenheim Museum**, New York, NY

June 2013- August 2013

- Analyzed data and used insights to make recommendations about social media strategy.
- Composed content that helped increase social media followers by 20% and likes by 96%.
- Scheduled social media collateral and reformatted the BMW Guggenheim Lab Blog.
- Live tweeted and assisted at the Museum Mile festival and James Turrell media preview.
- Thoroughly researched artists and potential affiliates.

Intern, **Bonhams**, Washington, D.C.

May 2012- August 2012

- Generated and distributed marketing collateral, appraisals, and auction reports.
- Pitched news stories to local media.
- Quickly learned how to describe services to clients and managed pack outs and consultations.
- Researched segments of the Washington, D.C. market.

Editorial Intern, **Naples Illustrated**, Naples, FL

May 2011- August 2011

- Composed articles for print and online media; Conducted interviews for stories.
- Fact checked and edited articles and layouts before submission.

SKILLS

Proficient with Google Analytics, Microsoft and Google Office Suites, Adobe Photoshop, social media websites, Wordpress, Hootsuite, CisionPoint, HTML/CSS, Kentico, copy editing, survey design, research methods. Working knowledge of Python, SPSS, GIS, Google AdWords.

LANGUAGES

Intermediate Spanish, Beginning Chinese, Elementary Danish.

PUBLICATIONS

G, Megan M. "Public Transportation and Satisfaction in Copenhagen." Kinder Institute for Urban Research, Rice University, May 15 2014.



MEGHAN G

GEOGRAPHY: Geographically Flexible, Northeast, Pacific Northwest

INDUSTRY: [Event Planning](#), [Fundraising/Development](#), [Marketing/Advertising](#),
[Museum Work](#), [Public Relations](#)

EDUCATION:

Scripps College, Claremont CA

Bachelor of Arts in Media Studies and Art History

GPA: 3.85

Expected: May 2015

- *Related coursework:* History of American Broadcasting, Midcentury American Art, Modern Czech Film, Intro to Video Production, Intro to Digital Art, Topics in Media Theory II, Intro to Digital Media Studies, Art and Time, Social Life of Media, Surveillance and the Media, Arts of China, Early Renaissance in Italy

Senior Thesis in Art History: "The Commodification of Women Through Re-Photography in the Art of Richard Prince"

Senior Thesis in Critical Media Theory: "*Ways of Seeing* in the Age of Self-Promotion and Social Media"

QUALIFICATIONS:

- Proficient in Adobe Photoshop and Dreamweaver, Final Cut Pro, Wordpress, and Microsoft Office
- Volunteer at The Geena Davis Institute on Gender and Media (Global Symposium 2014)
- Deans list student every semester at Scripps College
- Community Manager and Content Creator for the Scripps College Chapter of national nonprofit I AM THAT GIRL

EMPLOYMENT:

Scripps College Office of Institutional Advancement, Claremont CA

January 2015-Present

Social Media and Communications Intern

- Managing website content, updating social media accounts and developing content marketing strategy
- Assisting the Associate Director of Advancements Communications in carrying out The Campaign for Scripps College

Pomona College Media Studies Department, Claremont CA

January 2015-Present

Research Assistant to Professor Mark Andrejevic

- Conduct academic research and assembling literature reviews on topics of internet privacy, digital surveillance and data mining technology
- Assisting in field research excursions and interviews as needed while providing general administrative support

Crown Social Agency, Seattle WA

June 2013-August 2013

Digital Strategist

- Consistently contributed content to Crown Social's blog and social channels
- Spearheaded a market research initiative and outreach campaign for a Youth Advisory Board
- Proofread and wrote copy for multiple client projects, press releases, creative briefs, and proposals
- Pulled social monitoring reports and community analysis

Scripps College Annual Fund, Claremont CA

January 2012-Present

Phonathon Manager and Fundraiser

- Responsible for overseeing weekly Phonathon shifts and implementing strategies for achieving fundraising goals.
- Two-time "Caller of the Week" recipient and two-time Student Co-Leader of Scripps College Reunion Weekend
- Continuous participation in interviewing, hiring, and training of new employees.

National Institute for Trial Advocacy, Seattle WA

August 2012 & August 2013

Administrative Assistant

- Helped organize three day deposition skills programs for 40+ practicing lawyers
- Provided technical setup and support for presentations
- Point of contact with the venue to oversee room reservations, catering, and distribution of educational materials

GM Nameplate, Seattle WA

June, 2010-August 2011

Part-time Marketing Assistant

- Redesigned and updated page layouts for new marketing materials in trade shows
- Created over 1,000 sample sheets to display custom nameplates to potential buyers
- Recognized for speed and precision while responding to customer requests for production and product information

MELINDA H

GEOGRAPHY: Geographically Flexible, Hawaii, Northern California and Bay Area

INDUSTRY: [Education: General](#), [Finance/Banking](#), [Scientific Research/Development](#), [Technology](#)

EDUCATION

Scripps College, Claremont, CA

Jan 2015

Bachelor of Arts in Mathematics, Minor in Computer Science

Senior Thesis: Enhancement on Counting Invariant on Symmetric Virtual Biracks

- Related Coursework: Discrete Mathematics, Number Theory and Cryptography, Introduction to Mathematics of Finance, Introduction to Computer Science, Principles of Computer Science, Differential Equations + Modeling, Data Structures Adv Programming, Algorithms, Database Systems, Probability

EXPERIENCE

Assistant to Federal Work Study Coordinator

Sep 2011 –Present

Scripps College – Financial Aid Office, Claremont, CA

- Assist in distributing information on financial aid, scholarships, and Federal Work Study Programs
- Create and monitor 1000+ student files consistently to ensure required and updated documentation
- Calculate bi-weekly payroll distributions and maintain that each student does not exceed allocation
- Identify and refer students to appropriate student services programs to assist with unidentified needs

Intern

Jun 2014 – Aug 2014

American Savings Bank – Financial Planning & Analysis Department, Honolulu, HI

- Worked on an independent project – Analyzed the profitability of ATMs
 - Reviewed various reports that spanned over 3 years to calculate the profit of about 120 ATMs
 - Collaborated with various departments
 - Visually presented the results to multiple people in the company
 - Contextualized results in terms of number of bank customers' versus foreign transactions
 - Made recommendations about ATMs to increase profitability
- Updated progress reports for various departments before monthly company meetings

ACTIVITIES AND SERVICE

- Co-Vice President, Circle K (Service club and sponsored by Kiwanis) Apr 2014 – Present
- Member, Asian American Student Union Sep 2011 – Present
- Member, Circle K (Service club and sponsored by Kiwanis) Sep 2009 – Present
- Member, Summation Club (Math club) Sep 2011 – May 2013

AWARDS AND RECOGNITION

- Recipient of Jung Family Scholarship (four year academic scholarship), Sep 2011 – Jan 2014
- November 2010 High Scorer Roosevelt High School Math Team

SKILLS

- Proficient in Microsoft Office (Word, PowerPoint, Excel) and social media
- Basic Knowledge of Python, Java, C++, SQL
- Fluent in verbal Cantonese

MICHELLE N

GEOGRAPHY: International, Southern California

INDUSTRY: [Education: Teaching](#), [Language/Culture](#), [Performing Arts](#), [Travel/Hospitality](#), [Visual Arts/Design](#)

Education and Awards

- Scripps College**, Claremont, CA– GPA 3.76 BA Expected May 2015
- Dual major: Dance in Performance/Choreography, Foreign Languages in Spanish/French
 - Honors: Dean's List each eligible semester, Inducted into Sigma Delta Pi- The National Spanish Honor Society
 - Recipient of the Lucile Phillips Morrison summer dance scholarship Summer 2014
 - Semester study abroad with Sarah Lawrence College Dance Intensive in Paris, France Spring 2014
 - Semester study abroad with CIEE Liberal Arts in Seville, Spain Spring 2013

Work and Volunteer Experience

- Scripps College**, Spanish Conversation Class Leader, Claremont, CA Fall 2014 – Spring 2015
- Selected by the Hispanic Studies department to teach weekly classes engaging college students in practicing Spanish at the intermediate level. Thoughtfully created weekly discussion plans, facilitated students' growth and camaraderie, and cultivated their interest in the language and the cultures of Spanish-speaking countries.
- Diavolo / Architecture In Motion**, Marketing Associate, Los Angeles, CA Aug. - Sept. 2014
- Marketing responsibilities included acting as Company photographer and managing all Diavolo social media accounts. Promoted a VIP event at the Greek Theatre in cooperation with a PR firm. Actively contributed to creating and updating an Indiegogo campaign to support a new work, CUBICLE.
- Diavolo, Los Angeles County Arts Commission** Intern, Los Angeles, CA Summer 2014
- Photographed and visually documented Institute programs for press packages and brochures. Marketing responsibilities included managing all Diavolo social media accounts. Wrote fundraising letters to donors and updated resource development databases. Handled bank deposits. Active in weekly dance workshops.
- Ford Theatres**, Community Engagement Volunteer, Los Angeles, CA Summer 2014
- Member of Team Connect: Engaged audiences prior to performances through activities pertaining to the evening's show to strengthen our connection with patrons through the Ford's social media profiles.
- Scripps College and Pomona College**, Claremont, CA Spring 2012 - Fall 2014
- Choreographer, Sound Operator, Creator of Poster Design - "In the Works" Dec. 2014, Dec. 2013
 - Performer - "In the Works" Dec. 2012, "Scripps Dances" May 2012, "Fast Forward" May 2012
- Dance Studio No. 1**, Dance Teacher, Los Angeles, CA Summers 2013, 2012
- Instructor of Ballet, Modern and Tap dance classes at all levels and ages. Fostered a creative learning environment and warm community, and built close relationships with students, parents, and teachers.
- Venice Family Clinic**, Spanish/English Medical Interpreter, Los Angeles, CA Summer 2013
- Warner Bros. Studios Corporate Archives**, Intern, Burbank, CA Summer 2011
- Catalogued costumes & props, as well as film & TV photographs using digital and analog databases.

Dance Experience

- Sarah Lawrence College Dance Intensive**, Paris, France Spring 2014
- Scripps College, Pomona College**, Claremont, CA Fall 2011- Spring 2015
- Advanced Ballet, Modern with Holly Johnston, John Pennington, Joel Smith, Choreography and Improvisation with Ronnie Brosterman, Irish, Sevillanas, African, Israeli, Laban with Laurie Cameron, Tech operation.
- Dance Studio No. 1**, Los Angeles, CA 1999 to 2011
- Twelve Years of Royal Academy of Dance Training through the Advanced II level. Studied & performed Ballet, Pointe, Modern, Jazz, Tap, Irish dance. **Colburn School:** Rhythm Tap with Hiroshi Hamanishi, Sarah Reich.

Skills

- **Spanish:** Fluent conversationally, excellent formal writing, competent medical translator.
- **French:** Advanced conversation, comprehension, and writing, excellent pronunciation.
- **Chinese:** Elementary; Microsoft Office and Adobe Photoshop Suites, Social Media Marketing.

MIKAYLA R

GEOGRAPHY: Northern California and Bay Area, Pacific Northwest, Southern California

INDUSTRY: [Architecture/Planning](#), [Museum Work](#)

Education

Scripps College, Claremont Colleges • Claremont, Ca

- *Bachelor of Arts* in Art Conservation and French, Minor in Studio Art. Cum GPA 3.2

IFE, Internships in Francophone Europe • Paris, France *Semester Abroad*, January-May 2015

Preservation-related Experience

Wilson Conservation Intern, Ruth Chandler Williamson Gallery, Claremont, Ca • September 2013 to Present

- Lead initiatives in the preservation of pieces in the Scripps Collection
- Treated a variety of pieces in a variety of media, with an emphasis on outdoor sculpture
- Worked with conservator Donna Williams on projects including the Ft. Moore Pioneer Memorial
- Co-hosted and Curated 1 show per year
- Presented original research on plaster conservation to the museum's Advisory Committee

Museum Assistant, Clark Humanities Museum, Claremont, Ca • January 2013 to Present

- Assisted the director of the museum in organizational and office tasks
- Provided assistance and information to museum visitors
- Aided in the installation of approximately 4 exhibitions per semester

Conservation Intern, Art Conservation de Rigueur, San Francisco, Ca • June to August 2014

- Assisted the conservators in approximately 20 different conservation projects
- Executed projects including textiles, decorative arts, paintings, and sculpture

Researcher, Potagers de France, Versailles, France • April to May 2014

- Analyzed primary early 20th century texts on the history and foundation of the kitchen garden
- Assisted the yearly meeting of the association

Archival Assistant, Potager du Roi, Versailles, France • March to April 2014

- Created an organized and complete archive of written materials and texts on the garden
- Researched historic and modern conservation efforts undertaken at the garden
- Helped tend to the site with the gardening staff

Archivist Assistant, Honnold Library, Claremont, Ca • September 2012 to September 2013

- Created and organized collections of new acquisitions
- Provided care and preservation treatments to delicate books and manuscripts
- Created user-friendly online archives

Activities and Skills

- *Mellon Research Grant Recipient, Scripps College*, Claremont, Ca • May to July 2013
- *Leader of Japanese Print Archival Project, Student Philanthropy Day* • Oct 2014
- *Junior Class President, Scripps Associated Students* • May 2013- May 2014
- *Media Relations Chair, Scripps Associated Students* • May 2012- May 2013
- *President, Babes and Blankets* (a club that knits blankets for charity) • Sept 2012-May 2014

Skills

- Film and Digital Photography, including Photoshop, InDesign
- Writing and reading Condition Reports
- Conservation practices for many media, including plaster, textiles, paintings, outdoor sculpture, and objects
- Web Design, including WordPress; Social networking, including Facebook, Twitter, Instagram, etc.
- Fluent French speaker, reader, writer

MORIAHL

GEOGRAPHY: International, Northern California and Bay Area, Southern California

INDUSTRY: [Environment/Sustainability](#), [Health/Medicine](#), [Public Health](#),
[Public Relations](#), [Scientific Research/Development](#)

Education

Scripps College, Claremont, CA

- Bachelor of Arts in Biology, with Minor in Psychology

Expected May 2015

University College London, London, UK

Semester Abroad, September – December 2013

Research Experience

Senior Thesis, Keck Science Department, Claremont, CA

August 2014 – December 2014

- Traveled to Costa Rica to collect water and sediment samples from 3 different watersheds
- Studied the presence of 6 heavy metals in the water and sediment samples; analyzed pollution levels and investigated origins of contamination

Summer Undergraduate Research, Keck Graduate Institute, Claremont, CA

June 2014 – August 2014

- Spent 10 weeks in marketing research with Postdoctoral Professional Masters Program Leader Dr. Yvonne Klaue; researched program competitors
- Analyzed 147 programs including certificates, Master's degrees, and MBA programs

Research Study, Orange County Wound & Hyperbaric, Santa Ana, CA

May 2014

- Assisted Dr. Daryl Werner and team in "Modulated Imaging in Comprehensive Assessment of Diabetic Foot Ulcer Development and Healing"
- Helped take blood pressures and calculated Ankle Brachial Index (ABI) for each participant

Group Research, Ecology Project International, Costa Rica

April 2011

- Aided researchers in data collection for endangered Leatherback Sea Turtles
- Shared night shifts with team of 8 to protect eggs and nests
- Presented research project with community at Pacuare Nature Reserve

Other Work and Volunteer Experience

Clerical, Orange County Wound & Hyperbaric, Santa Ana, CA

Summers, 2012 and 2013

- Collected Medicare Eligibility of Benefits (EOB's) and sent off to appropriate medical groups
- Checked in 50-80 elderly patients daily, collected co-pay, and verified new patient eligibility
- Input billing information into Lytec database
- Learned the process of hyperbaric oxygen treatment process through observation first-hand

Food Committee Chair, Claremont Colleges Relay For Life, Claremont, CA

September 2012 – Present

- Provided 4 meals at event for 200+ people
- Managed club budget of \$350 for food
- Contacted local businesses for sponsorships of \$50-300

Teacher's Aide, Congregation B'nai Israel Hebrew School, Tustin, CA

September 2006 – 2011

- Taught 20-30 students in grades 6-7 how to read basic Hebrew

Honors and Awards

Girl Scout Gold Award, May 2011

Relevant Coursework

Chemistry with laboratory, Biology with laboratory, Physics with laboratory, Organic Chemistry with laboratory, Cell Biology, Biochemistry, Animal Behavior, Vertebrate Physiology with laboratory

Research Techniques

Somewhat Familiar: Recrystallization, Recording Absorbance Spectra, Paper Chromatography



Skills

- Intermediate Spanish
- Proficient with Microsoft Office, Microsoft Excel, and social media; familiar with research databases, SPSS, and GraphPad Prism

Presentations

Moriah L. and Dr. Donald McFarlane. “An Analysis of Heavy Metals in Water and Sediment of Southwestern Costa Rican Watersheds Using ICP-MS.” Firestone Center for Restoration Ecology, Costa Rica. (2014).

Moriah L. “Market Landscape Analysis of KGI’s Postdoctoral Professional Masters Program.” Keck Graduate Institute, Claremont, CA. (3-part presentation 2014).

EDUCATION

Scripps College , Claremont, CA	Expected May 2015
<ul style="list-style-type: none"> Bachelor of Arts International Relations/Politics and Environmental Analysis 3.57 GPA; Dean's List Fall 2012 	
Lyons Township High School , LaGrange, IL	Earned June 2011
<ul style="list-style-type: none"> 3.9 GPA Ranked top 2% of graduating class Illinois State Scholar, 2011 	

WORK EXPERIENCE

Marketing Intern , Five by Five, Los Angeles, CA	October 2014- Current
<ul style="list-style-type: none"> Assist producers with research, client relations, and project management Contribute during creative briefings and brainstorm sessions 	
Program Associate , Earth Rights Institute, Santa Monica, CA	July 2014- September 2014
<ul style="list-style-type: none"> Helped create curriculum for their online course Contacted professors and students to promote the online course 	
Marketing Intern , Five by Five, Southampton, UK	June 2014- July 2014
<ul style="list-style-type: none"> Assisted producers with data analysis and management 	
Law Intern , Thomas Eggar, London, UK	May 2014- June 2014
<ul style="list-style-type: none"> Learned website design and search engine optimization 	
Intern , Keyphraseology, Los Angeles, CA	May 2013- September 2013
<ul style="list-style-type: none"> Learned website design, search engine optimization, and marketing strategy 	
Intern , Fallen Fruit for Rising Women, Claremont, CA	January 2013- May 2013
<ul style="list-style-type: none"> Worked in the kitchen every week making products (marmalade, kombucha, etc.) Sold products at local farmer's market 	
Veterinary Science Intern , The Marine Mammal Center, Sausalito, CA	June 2012- August 2012
<ul style="list-style-type: none"> Data Manager for research studies: nutritional and behavioral development Data mining of past and current patient information using Filemaker 	
Representative , Lafeber Company, Chicago, IL	June 2011- Current
<ul style="list-style-type: none"> Work at national and international trade shows explaining and selling products to customers and distributors Apply my marketing and management skills through designing and setting up the booth 	

LEADERSHIP EXPERIENCE

Public Relations Manager for In-Lend Fund , Claremont, CA	January 2014- May 2014
<ul style="list-style-type: none"> Managed team for successful internal communication and public image through social media Experience working with clients through Kiva Zip 	
Marketing Head for Social Enterprise Initiative Club , Scripps College, CA	October 2012- May 2013
<ul style="list-style-type: none"> Active member in achieving club mission to alleviate global poverty issues Manage the Facebook page and website with biweekly updates of current events 	
President of Ocean Initiative Club , Scripps College, CA	September 2012-May 2013
<ul style="list-style-type: none"> Organized on and off campus events to raise awareness about ocean conservation Managed and designed our website, twitter account, and Facebook group 	

ACTIVITIES AND SKILLS

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- Computer: Microsoft Excel, Microsoft Powerpoint, Microsoft Word, FileMaker, Windows and Apple
 - Google: Gmail, Google Docs, Google Calendar
 - Social Media: Twitter, Facebook, Tumblr, Youtube, Instagram
 - Proficient in French, Beginner in Spanish

EDUCATION

Scripps College, Claremont, CA May 2015
Bachelor of Arts in Economics & minor in Art

Queen Mary University of London, London, UK Fall 2013
Business Management, Marketing, Communications and Economics

Applicable Courses: Microeconomics, Macroeconomics, Consumer Psychology, Behavioral Economics, Econometrics, Development Economics, Economic Statistics, Corporate Finance, Accounting, and Digital Art.

EXPERIENCE

Motley Coffee House, Claremont, CA Apr 2014 - present
Barista & Cashier

- Provide customer service in this student-run business dedicated to supporting sustainable practices

Strevus, San Francisco, CA Summer 2014
Marketing Intern

- Researched and created in-depth lists on potential clients for Sales team to refer to at international conferences
- Maximized traffic on website using Google AdWords, Twitter, and Facebook
- Researched, wrote and published technical and business news articles on Strevus' blog

Marketing Intern Summer 2013

- Published a 10-part blog series on the Foreign Account Tax Compliance Act for international banks
- Maintained upkeep of Salesforce, Evernote, and Microsoft Outlook accounts to keep employees informed
- Assisted web programmers in updating and editing Strevus' website, social media and mailers

Sallie Tiernan Fieldhouse, Scripps College, Claremont, CA Jan 2013 – May 2013
Front Desk Customer Service Associate

- Provided assistance to students, faculty, and staff; duties including renting and keeping track of bikes, handheld devices, and other gym equipment.
- Responsible for leading emergency situations via CPR and evacuation training

Development Office, Scripps College, Claremont, CA Feb 2012 – May 2014
Clerical and Mail Assistant

- Assisted in campus events (Family Weekend, Alumnae Reunion Weekend, and Recruiting Day)
- Performed general office duties for the Development Office and the President's Office. Recorded, filed receipts from alumnae donations and sent thank you notes.

Palo Alto City Hall, Palo Alto, CA Summer 2012
Community/Organizational Outreach Intern

- Took photos at community events and created flyers to promote the city's social media outlets
 - Assisted and updated City Hall website social media campaigns
-

ACTIVITIES

New Students Orientation & Student Teaching Assistance and Grader for Econometrics at Scripps 2011 – 2014

COMPUTER SKILLS

Software: Salesforce, Microsoft Office, Excel, LinkedIn, Adobe Photoshop, Illustrator, and STATA

NIKKI B

GEOGRAPHY: Northeast, Northern California and Bay Area, Southern California

INDUSTRY: [Entertainment](#), [Government/Public Policy](#), [Journalism](#),
[Marketing/Advertising](#), [Publishing/Editing](#)

EDUCATION

Scripps College, 3.72 GPA, Claremont, CA

May 2014

B.A. Politics and International Relations (Honors), History Minor

MEDIA & ENTERTAINMENT EXPERIENCE

Aspire Talent Management, Santa Monica, CA

September 2014 - Present

Intern

- Updated in Entertainment to show pitches, project submissions, and auditions; updated call list and calendar; edited client résumés on Actors Access; wrote social media posts, and researched buyers for the American Film Market.
- Submitted clients for roles using Breakdown Express and wrote script coverage for clients' work.

Depth of Field Productions, Los Angeles, CA

September 2013 - May 2014

Intern

- Wrote script coverage and notes; researched articles for production potential; worked on development-related research projects; compiled information regarding talent for upcoming projects.
- Covered heavy phones when assistant was out and assisted in office administrative duties.

Northlich Advertising, Cincinnati, OH

June 2011 - July 2011

Copywriter Intern

- Collaborated with an art director and team of copywriters to create a marketing campaign for Ohio State Univ.
- Proofread and wrote radio scripts, emails, website copy and tweets for clients such as American Greetings, White Castle, and Long John Silvers.

POLITICAL EXPERIENCE

National Criminal Justice Association, Washington, D.C.

June 2013 - August 2013

Intern

- Attended briefings and hearings on Capitol Hill to summarize a subcommittee's potential.
- Wrote and copy edited articles for the organization's newsletters; helped prepared for the annual conference.

Department of Government, University College Cork, Ireland

October 2012 - December 2012

Research Assistant

- Authored a thesis about each president's relationship to the Supreme Court using sources such as journal articles, books and magazines to create a comprehensive report for Professor Neil Collins.

Office of U.S. Senator Dianne Feinstein, Los Angeles, CA

May 2012 - August 2012

Congressional Intern

- Answered, prioritized and filtered constituent phone calls and letters, logged comments, sorted mail.
- Researched local and national issues pertaining to the Senator's interests; prepared memorandums for staff.

CAMPUS ACTIVITIES

Scripps Advocates for Survivors of Sexual Assault, Claremont, CA

October 2013 - May 2014

Support Member

- Answered phone calls from survivors throughout Spring semester; received 22 hours of crisis intervention, trauma and active listening training from qualified professionals to assist survivors of sexual assault.

Voice Newspaper, Claremont, CA

September 2010 - May 2013

Staff Writer

- Wrote bi-weekly articles; conducted interviews for articles; participated in pitch meetings.

[in] Visible Magazine, Claremont, CA

September 2010 - May 2012

Managing Editor

- Led team meetings, assigned articles; fact checked, copy edited and approved design for published content.

SKILLS & AWARDS

- Proficient in Mac/PC, Microsoft Office Suite (Word, Excel, Outlook), Adobe (InDesign), Final Draft, inEntertainment, Breakdown Services, Facebook, Twitter, Wordpress, Google Drive, Tumblr, LexisNexis.
- David Null 2013 Internship Grant Award, Capstone Award for Senior Thesis, Dean's List (4 semesters).



EDUCATION:

SCRIPPS COLLEGE B.A. in Environmental Analysis **Expected May 2015**

Honors: Dean’s List, GPA 3.66

Activities: Intern, Asian American Resource Center at Pomona College
Coordinator, Saturday Tongan Education Program (S.T.E.P.)
Co-Head, Asian American Student Union at Scripps College

Thesis: *A Tale of Two Cities: A Study of Oil’s Influence on Houston*

DANISH INSTITUTE OF STUDY ABROAD in Foundation Urban Design **December 2013**

RICE UNIVERSITY SCHOOL OF ARCHITECTURE LAUNCH SUMMER PROGRAM **June 2013**

ST. AGNES ACADEMY **May 2011**

Honors: *cum laude*, National Honors Society, and GPA 3.85
U. of Rochester Susan B. Anthony and Frederick Douglas Award

EXPERIENCE:

ASIAN AMERICAN STUDENT UNION, SCRIPPS COLLEGE **Fall 2014-Present**
Co-Head Claremont, CA

- Planned and facilitated weekly meetings and workshops that addressed the issues and intersectionalities of race, gender, class, and sexuality with an average attendance of 12 students
- Created proposals and co-sponsorships for guest lecturers while managing logistics for off campus events
- Served as student representative on the hiring committee for a new S.C.O.R.E. (Scripps Community of Resources and Empowerment) Program Coordinator

ASIAN AMERICAN RESOURCE CENTER, POMONA COLLEGE **Fall 2012-Present**
Intern Claremont, CA

- Coordinated Deferred Action for Childhood Arrival (DACA) Workshops for the Inland Empire area. DACA is a 2012 memorandum allowing a 2 year deferred action and employment license for undocumented youth who arrived before they were 16
- Worked in conjunction with IDEAS@ the Claremont Colleges, an undocumented student support group, in various school wide events to explore a private college’s role in aiding undocumented students
- Prepared weekly reading lesson plans for children, ages 4-9, in Saturday Tongan Education Program (S.T.E.P.)
- Developed culturally conscious healthy eating workshops for elementary children in S.T.E.P. to encourage a healthier lifestyle
- Served as head writer for the \$10,000 Tri-City Mental Health Community Wellbeing Grant awarded to S.T.E.P

ENVIRONMENT TEXAS, ENVIRONMENT AMERICA **Summer 2014**
Field Intern Austin, TX

- Coordinated release on the effects of pesticides on bee health as a part of a nationwide press release
- Phone banked and wrote emails as part of a public outreach campaign to gain support against environmentally harmful projects and policies
- Participated in Austin City Council and Texas Water Development Board meetings and produced subsequent report on energy development and water right disputes
- Served as head writer and researcher for Environment Texas’ report on upset emissions in Texas, particularly on the lack of regulation of such emissions and its effects on Texans

RELEVANT COURSEWORK: Urban Planning and the Environment, Urban Design Foundations Studio, Environmental Justice, and Introduction to GIS

LANGUAGES: Conversational in Mandarin Chinese, elementary in reading and writing

INTERESTS: Traveling, especially in Asia, and running

PEJING L

GEOGRAPHY: Hawaii, Northern California and Bay Area, Pacific Northwest

INDUSTRY: [Education: General](#), [Education: Teaching](#), [Museum Work](#),
[Human Resources/Recruiting](#), [Scientific Research/Development](#)

EDUCATION

Scripps College, Claremont, CA

Bachelor of Arts in Physics, Minor in Psychology

May 2014

- Related coursework: Accelerated Integrated Science Sequence, Modern Physics, Computational Physics and Engineering, Statistical Mechanics, Classical Mechanics, Quantum Mechanics, Multivariable Calculus, Differential Equations, Child Development, Psychological Statistics, Research Design in Psychology, Psychology of Multicultural Education
- Senior Thesis: *The Achievement and Persistence of Minorities in Physics*

WORK EXPERIENCE

Academic Tutor

October 2014 - Present

AJ Tutoring, Los Altos, CA

- Provides high school students one-on-one tutoring in physics, calculus, pre-calculus, geometry, and algebra
- Creates original study guides and practice exams for students to increase retention of material taught in tutoring sessions.

Summer Program Instructor/Residential Advisor

June 2013 - August 2014

Exploration at Yale, New Haven, CT

- Created and taught high school student-oriented curricula for Philosophy of Physics, Physics of Motion, Strategic Thinking in Games, and Dance in Film
- Assistant Instructor to Swing Dance
- Supervised and mentored living groups of high school girls
- Led students in various activities and off-campus trips

College Residential Advisor

August 2012 - May 2014

Scripps College, Claremont, CA

- Learned to adapt to varying situations and to maintain a safe and student-oriented environment
- Facilitated conflict resolution among hall residents; enforced residential policies; documented incident reports; assisted in student medical emergencies
- Mediated among students and college administrators; provided feedback and academic counseling
- Created educational programs to foster safety, community and respect among students on a budget
- Helped develop RA training schedule; participated and led workshops on teamwork, leadership, and self-care
- Helped develop the interview and selection process for new RAs

Underground Blues Vice-President

August 2013 - May 2014

- Developed and taught fundamental and advanced level blues dance lessons
- Organized weekly dance events on campus with attendance from five colleges and local residents
- Organized weekend-workshops and brought in professional instructors

Claremont Colleges Ballroom Dance Company Vice-President

August 2013 - March 2014

Claremont Colleges, Claremont, CA

- Assisted with administrative tasks; organized volunteer opportunities; collected service dues; answered emails
- Collected member feedback through online surveys and one-on-one interviews
- Designed a Code of Conduct; revised Company guidelines to use more inclusive language
- Planned following semester's performance and workshop schedule

ACTIVITIES AND SKILLS

- Adult and Pediatric First Aid/CPR/AED certified
- Computer: Microsoft Word, Microsoft Powerpoint, Microsoft Excel, Maple, MatLab, SPSS, GoogleDocs

GEOGRAPHY: International, Northern California and Bay Area, Southern California

INDUSTRY: [Entertainment](#), [Journalism](#), [Marketing/Advertising](#), [Publishing/Editing](#), [Public Relations](#)

EDUCATION

Scripps College (Claremont, CA)

May 2015

Bachelor of Arts in Honors English, Minor in Gender/Women's Studies.

Deans List: Fall 2011-Spring 2014

Thesis Research: The Male Gaze in Jane Austen.

GPA: 3.91

Study Abroad: IES Granada, Spain, Spring 2014.

James E. Scripps Scholar

WORK EXPERIENCE

Communications & Marketing Intern

Scripps College Career Planning Office (Claremont, CA)

August 2014-Present

- Produce marketing materials for over 30 events and 15 job postings per month, including weekly Career Courier newsletter for the entire student body, writing all targeted emails and designing publicity posters with InDesign.
- Manage Facebook page and public website. Create event descriptions for calendar and internal career services website.

Freelance Work (Independent Contractor)

September 2012-Present

- *MicNews*: Weekly pundit for MicNews (previously PolicyMic) since May 2013. Articles have regularly been the site's most read for the week, garnering over 200,000 unique reads and over 88,000 shares each.
- *HelloGiggles*: Weekly freelance writer for HelloGiggles since June 2014.
- *Ms. Magazine*: Contributing writer for online blog since September 2012.
- Eventbrite: Contract writer since September 2014, following summer internship.
- Writing also published in *The San Francisco Chronicle*, *The Student Life* newspaper, and the *Los Altos Town Crier* newspaper.

Writer & Content Creator Intern

Eventbrite (San Francisco, CA)

June 2014-August 2014

- Developed 4 new types of content for the company, including a Ticketing Partner Buying Guide (decision-stage content that immediately sales qualifies leads), a Back-to-School Calendar for Adults (part of EB's growing consumer campaign, with over 20,000 views in the first week), and Short and Sweet Case Studies (with a new one-page format).
- Touched over 40 pieces of content in just 10 weeks, an average of one piece a day. This included content targeted to event organizers (including 4 white papers and 6 case studies) and 4 pieces targeted to event attendees (calendar and blogs).
- Repurposed Master Marketing Guide into six separate Event Academy articles to increase engagement and ROI.
- Promoted content with email, banner and landing page copy. A/B tested Tweets, worked with PR on promotion plan.
- SEO optimized content hub, performed SEO keyword analysis, and developed social media study.

Media Specialist & Writer for Scripps College

Office of Communications & Marketing, Scripps College (Claremont, CA)

September 2012-December 2013

- Wrote targeted content for alumni, student and Board of Trustee audiences across website and print.
- Contributed media to internal and external website, Facebook, Twitter and Instagram accounts.

Marketing Intern & Intern Advisory Board Social Chair

Maxim Integrated (San Jose, CA)

May 2013-August 2013

- Produced an 80-page media catalogue to map advertising purchases to the customer's buying cycle in vertical market publications. Expanded awareness of relevant publications by 56% and increased lead generation and ROI.
- Created content audit of 240 pieces of marketing content across 15 vertical markets for use in Eloqua and telemarketing.
- Launched the Maxim Sample Center on Hearst Electronic Products, a new content hub. Managed the development of sample data, creative ad banners, and monthly newsletter. Initial success of 56 new qualified leads in the first two weeks.
- Ran the Evaluation (EV) Kit Contest Promotion, which resulted in the generation of 858 new leads.

PR/Marketing & Communications Intern

MissRepresentation.org (San Francisco, CA)

May 2012-August 2012

- Streamlined press management system for new non-profit organization. Wrote press releases, managed outreach to media, developed press relationships, tracked PR, and developed a comprehensive PR impact report.
- Increased blog readership by writing and promoting articles on social media. Wrote targeted emails for funders and public.

OTHER RELEVANT EXPERIENCE & SKILLS

- Proficient in: Adobe Photoshop & InDesign, MyEmma email marketing, Wordpress, Microsoft Office, social media.
- Basic knowledge of: Pardot, Eloqua, Salesforce, HootSuite & Google Analytics.
- Computer Science: Introductory Experience with Python, HTML, CSS, Javascript, Prolog, Racket, Java, & JQuery.
- Scripps College Activities Team Advertising Head: Promote biweekly events with Facebook, Instagram, InDesign flyers.
- Language: Proficient in Spanish.

EDUCATION

Scripps College, Claremont, CA
Bachelor of Arts in Art History

Expected May 2015

EXPERIENCE

Student Archivist, Special Collections Honnold/Mudd Library, Claremont, CA October 2012-Current

- Handles, prepares, and retrieves rare books for graduate and undergraduate level courses
- Records, builds enclosures, and archives new acquisitions and antiquities
- Updates physical and technical organization systems for existing and future collections
- Nominated by supervisors for "Scripps Student Employee of the Year" in 2013 for professionalism, superior quality of work, and ability to take the initiative

President, Scripps College Activities Team, Claremont, CA

September 2012-Current

- Organize diverse cultural, educational, and philanthropic programs within the Claremont community
- Coordinate and oversee the execution of two events a month that accommodate up to 300 guests at a variety of venues
- Utilize and manage a \$9,000 budget while overseeing 17 members and collaborating with other student organizations, staff, and vendors

Archives Intern, 20th Century Fox Studios, Los Angeles, CA

June 2014-August 2014

- Processed, cataloged, conditioned, and photographed existing and new acquisitions for the 20th Century Fox collection, private individuals, and home entertainment purposes
- Assisted the Prop, Art Department, Publicity, and Photo Archive with ongoing and new projects
- Utilized technical skills to create presentations, spreadsheets, and inventories for collections

Collections Intern, Peterson Museum for Intercultural Art, Claremont, CA

September 2013-December 2013

- Researched acquisitions to determine the artifact's origin, authenticity, and value
- Selected and assembled objects from the Museum's collection to produce six separate exhibitions
- Worked alongside the curator to design exhibits, promote events in the community, and update existing organizational systems

Event Coordinator Intern, Mindy Weiss Party Consultants, Beverly Hills, CA

May 2013-August 2013

- Coordinated event logistics by creating spreadsheets and keeping track of RSVPs for high profile events
- Researched, contacted, and communicated with vendors and venues for future events
- Participated in the set-up of functions with over 400 guests to ensure events ran smoothly
- Organized event supplies and created an extensive inventory of items in stock

Sales Associate, Vanilla Bake Shop, Los Angeles, CA

May 2012-August 2012; 2013

- Provided exemplary customer service by maintaining a positive and friendly attitude in the workplace
- Maintained a clean, organized, and aesthetically pleasing storefront to increase patronage and revenue
- Responsible for closing duties, restocking, and knowledge of the menu

Education Intern, Los Angeles County Museum of Art, Los Angeles, CA

May 2012-August 2012

- Organized and executed the Summer Teachers' Academy, which allowed 40 teachers to explore and study the museum collection
- Actively engaged in professional development activities such as an curatorial walkthroughs, discussion strategies and artist-led workshops
- Provided brush painting instruction in the Boone Children's Gallery

Museum Ambassador, Hammer Museum, Los Angeles, CA

May 2012-August 2012

- Actively interacted with visitors of the "Made in LA" biennial, registering over 2,000 guests to vote for the \$100,000 Mohn Award
- Worked with professional staff to create, design, implement Ambassador Program to enhance public interest and participation in cultural affairs
- Contributions and productivity of the Ambassador Program led to its renewal for future exhibits

Secretary, National Honors Society, Beverly Hills, CA

September 2010-June 2011

- Elected by peers to design a service project and supervise member participation
- Conceived and executed a school-wide recycling program
- Raised over \$500 for Alzheimer's disease research and significantly reduced school waste

SKILLS

Computer: Microsoft Office, Adobe Photoshop, Adobe Illustrator, Archivist Toolkit, Windows and Mac OS X

REBECCA G

GEOGRAPHY: Northern California and Bay Area, Pacific Northwest, Southern California

INDUSTRY: Fundraising/Development, Human Resources/Recruiting, Marketing/Advertising,
Public Relations, Sports/Recreation

Education

Scripps College, Claremont, CA

- Bachelor of Arts in Psychology, Minor Legal Studies May 2015

Work Experience

The Overlake School, Summer Lacrosse Clinic Coach, Redmond, WA July 2014

- Taught middle school lacrosse players foundations and technical skills of women's lacrosse, including stick skills, shooting, game strategy, defensive technique, and conditioning

D'Ewart Representatives, Office Assistant Bothell, WA June 2013- August 2014

- Responsible for administrative tasks such as filing, tracking orders, company research, and day-to-day office organization on over 30 accounts

Claremont-Mudd-Scripps Athletic Department, Student Athletic Trainer, Claremont, CA

- Rehabilitated and treated over 500 student athletes August 2011-Present
- Inventoried and organized athletic training room equipment

Research Experience

Research study on search and seizure accepted to American Psychology and Law Society
Conference—Lead author 2014-2015

Research study on pediatric septoplasty procedure accepted to Triological Society Conference—
Co-author 2014-2015

Psychology & Law lab, Scripps College, Research Assistant 2013-2015

- Contributed to over 10 studies, including tasks in survey design and data collection, data entry, statistical data analysis using SPSS, and background research including literature review

Internships

Seattle Children's Hospital June-August 2014

- Conducted data analysis for study on pediatric surgeries
- Observed and shadowed in clinic and operating room

Israel Lacrosse June-July 2014

- Coached over 100 Israeli and Palestinian children in the basics of lacrosse
- Represented Taglit USA All-Star team in Israeli National Taglit Event

Leadership Experience

Production Chair & Executive Board Member, Claremont Colleges Against Cancer (Relay for
Life) 2011-2015

- Responsible for Relay for Life event, increased fundraising by an average of \$7000 each year

Member of Student Athletic Advisory Committee, Claremont-Mudd-Scripps Athletics 2012-2015

Member of NCAA Lacrosse team, Claremont-Mudd-Scripps Athletics 2011-2015

Skills and Awards

Proficient Spanish language skills (seven years including 2 AP courses)

Nancy Mayer Knapp '54 and David Knapp Memorial Scholarship Recipient—Scripps College

ROBYN S

GEOGRAPHY: Geographically Flexible
INDUSTRY: Scientific Research/Development

Education

2011 - current Scripps College, Claremont, CA
Bachelor of Arts in Molecular Biology (projected graduation date, May 2015)
Overall GPA: 3.61/4.00
Major GPA: 3.68/4.00
2009 - 2011 Minnetonka High School, Minnetonka, MN
GPA: 3.85/4.00
Earned International Baccalaureate Degree
2006 - 2009 International School of Lausanne, Switzerland

Honors and Awards

2014 Dean's List, Spring
2013 Dean's List, Spring and Fall
2011 Cum Laude at Minnetonka High School
2010 - 2011 National Honor Society at Minnetonka High School
2009 - 2011 "A" Honor Roll at Minnetonka High School
2009 - 2011 Minnetonka High School Honor Society

Relevant Courses

Introduction to Chemistry	Organic Chemistry	Molecular Biology Lab (Lab Techniques)
Introduction to Biology	Calculus II	Bio-Organic Chemistry
Molecular Biology	Genetics	Physical Chemistry
Biochemistry	Principles of Physics	

Currently enrolled in Cell Biology, Biostatistics, Computer Science 5 Green (Introduction), Thesis

Research Technique

Very Familiar

Pipetting	Western blot	RT-PCR
DNA electrophoresis	Mutagenesis	Melting points
PCR	Designing primers	

Somewhat Familiar

Recrystallization	Vacuum filtration	Northern blot
Distillation	Creating electrocompetent cells	RNA isolation

Research Experience

October 2013 - Current Laboratory Assistant, Keck Science Claremont, CA

- Independent research and thesis research
- Received the Keck Science Grant to conduct 40 hours/ week of research for 9 weeks during the summer
- Conduct research in Dr. Emily Wiley's lab to understand the implications on regulation of histone H3 proteolysis by acetylation in *Tetrahymena thermophila*

June - August 2013 Research and Design Intern, Medtronic- Cardiovascular Santa Ana, CA

- Researched and tested a new valve fixturing system for conduit testing optimization
- Communicated research to individuals within the organization via a presentation and poster that travels globally

Presentations

October 25, 2014 La Jolla, CA

- American Society of Microbiology- Southern California Branch: Regulation of Histone H3 Proteolysis by Acetylation in *Tetrahymena thermophila*

September 5, 2014 Claremont, CA

- Keck Science Summer Research Symposium Talk: Regulation of Histone H3 Proteolysis by Acetylation in *Tetrahymena thermophila*

Work Experience

January 2010 - current Guest Speaker, American Heart Association Minneapolis, MN/Orange County, CA

- From the perspective of a "survivor," address event attendees to express the importance of fundraising
- Chosen by the Twin Cities, MN branch to be the regional "Face of the American Heart Association" for 2010



- September 2013 – 2014 Biology Tutor, Genetics Tutor and Teaching Assistant, Scripps College Claremont, CA
- Tutored peers in Introduction to Biology and Genetics classes
 - Explained materials to each person depending on their learning style
- September 2011 – 2013 Tour Guide, Office of Admissions, Scripps College Claremont, CA
- Led weekly tours of the campus to prospective students
 - Provided additional assistance during Preview Days answering questions
- May - August 2012 Supplier Quality Intern, Edwards Lifesciences Internship Irvine, CA
- Worked 40 hours/week, communicated with company suppliers and tested supplier quality software updates

Other Skills and Experiences

- September 2014 - current Volunteer Manager, Scripps College Challah for Hunger Claremont, CA
- Organize volunteers to make challah weekly
- September 2013 - current Head Mentor, Jewish Mentor Program Claremont, CA
- Lead the club, coordinating events and mentor-mentee relationships
- September 2011 - current Scripps College Challah for Hunger Claremont, CA
- Sell challah to raise money for social justice organizations
- September 2013 – May 2014 Recruitment Chair, Claremont Colleges Against Cancer Claremont, CA
- Recruited members for Relay for Life
 - Helped coordinate and advertise events through social media
- January 2012 - December 2013 Communications Chair, Claremont Colleges Hillel Claremont, CA
- Communicated coordinated activities to the Claremont College students
- September - December 2012 Volunteer Coordinator, Claremont Colleges Nourish International Claremont, CA
- Coordinated volunteers for weekly fundraisers
- February - April 2011 Young Athletes Program Hopkins, MN
- Engaged and interacted with children who had developmental needs

Languages:

French - Moderate Proficiency

American Sign Language - Elementary Proficiency

Scripps College

Claremont, CA

May 2014

- BA in Foreign Languages (Honors) and Linguistics and Cognitive Science; Sigma Delta Pi National Spanish Honor Society; Dean's List scholar
- Bachelor's Honors thesis, written in French: "Language policy, educational methods, and the revitalization of the Basque language in France and Spain from the twentieth century to the present"

Leadership, Research, and Additional Work Experience**English Teaching Assistant**, The Fulbright U.S. Student Program, Görlitz, Germany September 2014 – June 2015

- Design and implement English-language culture-based curriculum to teach students aged 10 to 17 American English
- Hold a weekly after-school tutoring program to help struggling students with English grammar and pronunciation
- Provide private translation and tutoring services to members of the communities of Görlitz and Zittau
- Act as a knowledgeable, friendly, and engaged representative of Seattle and the United States

Mentions Operations Contractor, Pro Unlimited at Facebook, Austin, TX June 2014 – August 2014

- Worked autonomously on a confidential verification project
- Responsible for helping public figures sign up for and understand Mentions, a new application
- Interacted professionally and confidentially with users in English, Spanish, and French

Community Operations Contractor, Pro Unlimited at Facebook, Austin, TX May 2014 – June 2014

- Responsible for moderating online content to help maintain a safe space for Facebook users
- Worked closely with a team of moderators to ensure timely, accurate, confidential service
- Responsible for moderating content in English, Spanish, French, German, and Dutch

Resident Adviser, Scripps College, Claremont, CA August 2013 – May 2014

- Worked quickly and clearly under pressure; trained in conflict mediation, CPR, AED, First Aid
- Responsible for residence hall of 100+ first-year students; designed, produced, and presented campus-wide programs
- Assessed, analyzed, and resolved complicated, sometimes ambiguous, issues; negotiated cultural and academic differences
- Addressed workflow inefficiencies that arose; acted as a mentor, leader, resource, and trusted source of support for students

Language Tutor, Scripps College, Claremont, CA January 2011 – May 2012; September 2013 – May 2014

- Helped students with English, German, and Spanish grammar, vocabulary, and test preparations; edited essays
- Addressed students' language-learning challenges and implemented creative solutions to aid their understanding

Tour Guide, Scripps College, Claremont, CA September 2010 – May 2011; September 2013 – May 2014

- Selected as a welcoming, knowledgeable Scripps representative to prospective students and families
- Recognized for outstanding work: requested for private tours for potential trustees of the college

English Teacher, Centre d'Animation Jeunesse, Talence, France October 2012 – January 2013

- Made English learning a lively cross-cultural experience by planning and tailoring lessons to students' needs
- Engaged students in practice conversations and successfully improved their test and homework scores

Research Assistant, University of Washington, Seattle, WA May 2012 – August 2012

- Acted as liaison between interview subjects and research team; coordinated interview schedules
- Developed successful recruiting methods to recruit and engage diverse populations for linguistics study

On-Campus Events Coordinator, Scripps College Office of Admission, Claremont, CA August 2011 – May 2012

- Planned and organized five large recruitment events per year for groups of 45-300 students
- Worked efficiently and responsibly to recruit, schedule, and coordinate 60+ volunteers per event

Languages & skills

English: Native fluency: oral production and comprehension, written, read

French: C1 near-native fluency: oral production and comprehension, written, read

German: B2 advanced intermediate oral production and comprehension, written, read

Spanish: Near-native fluency: oral production and comprehension, written, read

Knowledge of Microsoft Office, basic XML, social media (Facebook, Instagram, Twitter, Wordpress, basic knowledge of Python)

Knowledge of linguistic transcription programs: Audacity, Praat, Transcriber

SAMANTHA A

GEOGRAPHY: Geographically Flexible, Mid-Atlantic, Southern California

INDUSTRY: [Consulting/Management](#), [Fundraising/Development](#), [Law](#)

Education

Scripps College, Claremont, CA

Expected May 2015

Bachelor of Arts in Politics and International Relations, Minor in Religious Studies

- Thesis: Coming out of the Margins: LGBTI Activists in Costa Rica and Nicaragua

Institute of Central American Development Studies, San José, Costa Rica

Spring 2014

Work Experience

Mixon Jolly, LLP., Business Litigation Law Firm, Costa Mesa, CA

May 2014 – August 2014

Intern

- Analyzed official court documents, researched and prepared memoranda of critical facts
- Attended court hearings and depositions
- Drafted and served official court documents
- Kept communications with clients, outside attorneys and opposing counsel
- Administered general filing, indexing, and organization of client documents

Center of Research and Promotion of Human Rights, San José, Costa Rica

March 2014 – April 2014

Intern

- Researched HIV prevention for men who have sex with men
- Translated professional documents from Spanish to English
- Put together a spreadsheet of themes in HIV prevention research and techniques to combat these themes

Assembly member Tom Daly, District Office, Anaheim, CA

May 2013 – August 2013

Assembly member Jose Solorio, District Office, Anaheim, CA

May 2012 – August 2012

Intern

- Created and mail merged certificates for recognition of community accomplishments by deadline
- Answered at least a hundred constituent phone calls, listened to their concerns, and directed them to the correct field representative who works in that area
- Created and mail merged certificates and other documents for recognition of community accomplishments
- Attended various political and community events with Assemblyman Solorio and Field Representatives
- Received constituent information, input into database and wrote letters in response to their comments

Volunteer Experience

Scripps College – Challah for Hunger, Claremont, CA

September 2011 – Present

Volunteer

- Sell Challah every week to hundreds of Claremont College Students, faculty and community members
- Raise awareness of and support an organization that has raised over \$10,000 benefiting refugees in Darfur

Claremont Colleges Ballroom Dance Company, Claremont, CA

Fall 2013

Related Communities Fundraising and Engagement Team Leader

- Talked to fifty businesses and raised over \$300 for the company for scholarships, transportation and costumes

Skills

Computer: Microsoft Office, Outlook, Wordpress

Language: Conversational and Written Spanish

SAMANTHA AB

GEOGRAPHY: Northern California and Bay Area,
Pacific Northwest, Southern California

INDUSTRY: [Entertainment](#), [Start-Ups](#), [Technology](#), [Visual Arts/Design](#)

EDUCATION

Scripps College, Claremont, CA

- Bachelor of Arts in Media Studies and Digital Art *Expected May 2015*
- Humanities Institute Junior Fellow 2012

EXPERIENCE

- Video Specialist, Humanities Institute *Fall 2013 to Current*
Scripps College, Claremont, CA
 - Compiled footage of Humanities Institute events and designed for online presence
 - Edited with Final Cut to create shorts for YouTube and Vimeo
- Information Technology Assistant, IT Department *Fall 2012 to Fall 2014*
Scripps College, Claremont, CA
 - Instructed faculty on computer technology and social media concepts
 - Designed and implemented multiple websites for faculty members
- Intern, Jewish Community Federation: Young Adult Division *Summer 2012*
San Francisco, CA
 - Assisted in the organization of multiple events
 - Implemented multiple member outreach promotions
 - Updated online presence on YAD website and social media platforms
- Website/Social Media Coordinator, Scripps College Academy *Fall 2011 to 2012*
Scripps College, Claremont, CA
 - Conceptualized website design, student outreach, and social networking
 - Produced short films to promote the various programs
 - Performed secretarial duties, graphic design work, and day-to-day office organization
- Programming Intern, Mill Valley International Film Festival *Summer-Fall 2010*
San Rafael, CA
 - Sorted incoming films to the festival
 - Moderated experimental shorts to be admitted to the festival
 - Coordinated with directors, actors, and producers throughout festival
- Intern, Katahdin Productions *Summer 2010*
Berkeley, CA
 - Managed social networking and outreach
 - Assisted in the production of multiple documentaries (editing, research, interviewing)
- "New Jewish Filmmaking Project," (NJFP) Fellowship Program *Summer 2009 to 2010*
San Francisco, CA
 - Posted regular Blog posts with ten other NJFP young filmmakers
 - Collaborated with professional filmmakers on documentary titled "If Streets Could Talk..."
<http://www.citizenfilm.org/if-streets-could-talk>
 - Premiered documentary shorts online and at San Francisco Jewish Film Festival
- "Write On For Israel" Fellowship Program *2008 to 2010*
San Francisco, CA
 - Published journalistic pieces in San Francisco Bay Area Jewish Bulletin, "the J"
 - Traveled to Israel in Summer 2009 to film a documentary about Israeli musicians
 - Premiered at San Francisco Contemporary Jewish Museum in February to audiences of 200+
<http://youtu.be/7JNqvClaGf8>

SARA E

GEOGRAPHY: Mid-Atlantic, Northeast, Southern California

INDUSTRY: Education: General, Fundraising/Development, Government/Public Policy, International Relations, Social Services

EDUCATION

Scripps College, Claremont, CA

Expected May 2015

B.A. in Politics and International Relations; minor in Economics

Thesis: *NGO v. State: A Study of the Effectiveness of Women's Development Programs in Tanzania*

Sarah Lawrence College, Paris, France

August – December 2013

Courses taken in French: Art History, French Film, Oil Painting & Drawing with Model, French

WORK EXPERIENCE

Girl Rising, Los Angeles, CA: CAMPAIGN INTERN

August – December 2014

- Researched cultural information about African countries where girls' education campaigns will be launched
- Assisted in pre-production for filming of new chapter of documentary in Nigeria
- Developed new products and assist with merchandise procedures

Berger Hirschberg Strategies, Washington, DC: DEVELOPMENT INTERN

May – August 2014

- Contacted potential donors on behalf of clients for meetings and fundraising events
- Created a website and invitations for client's fundraising event
- Excelled at using fundraising databases including Leadership Library, NGP, Nation Builder
- Collaborated with team of interns to develop list of more than 60,000 contacts

Pomona Alumni House, Claremont, CA: DIGITAL RECORDS ASSISTANT

September 2012 – May 2014

- Entered alumni data into Raiser's Edge fundraising database
- Scanned and filed alumni records

Lowe's Home Improvement, Omaha, NE: SALES ASSOCIATE

May – August 2013

Justice for Girls, Omaha, NE: SALES ASSOCIATE

June – September 2011

LEADERSHIP POSITIONS

Challah for Hunger: SALES AND FINANCE MANAGER, LOGISTICS COORDINATOR

August 2011 – Present

- Lead weekly challah sales; track sales and trends
- Manage weekly challah making; document expenses and profits

Babes and Blankets: CO-PRESIDENT

August 2011 – May 2014

- Supervised meetings and taught members to knit
- Developed relationships with charity organizations Binky Patrol, The Red Scarf Project and Knit in Pink

Support for International Change: CAMPUS COORDINATOR

August 2012 – May 2013

- Recruited and prepared volunteers for life in Tanzania and taught basic HIV/AIDS curriculum to volunteers

Support for International Change: VOLUNTEER

June – August 2012

- Identified and connected with village leaders to determine opportunities for teaching
- Developed lesson plans and taught HIV/AIDS education and life skills in rural Tanzania
- Organized HIV testing days where over 100 Tanzanians were tested

Westside for the Children: PRESIDENT

2009 – 2011

- Spearheaded fundraising projects and events raising \$1300 for schools in Tanzania

VOLUNTEER EXPERIENCE

Uncommon Good: PIANO TEACHER

January 2012 – Present

Pomona Economic Opportunity Center: ESL TEACHER

January – May 2013

Kid Care International: TUTOR

2012 – 2013

Big Brother Big Sister Program: BIG SISTER (MENTOR)

2008 – 2011

HONORS

2012 Fall Term Dean's List

2011 Recipient of Four-Year Half Tuition James E. Scripps Merit Scholarship

2011 Graduated with Commended Diploma in Top 5% of Class

SKILLS

French – Proficient

Spanish – Basic

Raiser's Edge – Basic

EDUCATION**Scripps College, Claremont, CA****May 2015***Bachelor of Arts, Economics and Music (double major)*

- GPA: 3.5/4.0 (Dean's List); ACT: 33/36 (99th percentile)
- CMC Robert Day Scholar - only Scripps student selected for Class of 2015
- Awards: Rudolph Polk Memorial Award in Music, Claremont Concert Orchestra's Annual Concerto Competition

PROFESSIONAL EXPERIENCE**Trust Company of the West, Los Angeles, CA****June 2014 – August 2014***Summer Intern*

- Prepared extensive due diligence materials and drafted Requests for Proposal and Requests for Information on behalf of prospective clients in fixed income, equities and direct lending for both TCW and MetWest Funds
- Coordinated the implementation of Salesforce among team members to increase team productivity and transparency in the status of projects that are collaborative in nature
- Conducted research and provided both qualitative and quantitative data support to ensure accuracy of current product details by identifying sources of erroneous information through company analysis and product comparison

Samsung SDS, San Jose, CA**January 2014 – May 2014***Intern, Business Operations and Strategy*

- Performed market research and competitor analysis to benchmark Samsung's IT capabilities and made recommendations for new enterprise IT services and solutions in the SmartHome and Internet of Things markets
- Supported executives in producing deliverables for the CEO workshop on the current state of the company, technology trends in Silicon Valley, and reorganization schedule
- Led social activities to help build team cohesion and support the launch of the San Jose office

City National Bank, Los Angeles, CA**June 2013 – August 2013***Summer Intern*

- Created and measured departmental productivity performance metrics and aggregated data into monthly dashboard reports for EVPs to review goal achievement and overall effectiveness
- Led PMO for a multi-office business strategy across 12 department offices designed to increase colleague collaboration; created metrics and designed scorecards to track PMO progress from launch through completion
- Researched career industry trends of women in finance and presented findings to executive leadership for review; designed a presentation on CNB Women's Initiative for company wide distribution and education

Media Services at Scripps College, Claremont, CA**January 2012 – Present***Technology Intern*

- Provide technical support and other consultative services to presenters at school sponsored conferences
- Aid professors with classroom technology usage to help create a multimedia rich educational experience
- Manage and maintain over 100 pieces of hardware to ensure availability for students and faculty

LEADERSHIP EXPERIENCE

- *Vice President*, Scripps Associated Students Executive Board **September 2014 – Present**
- *Founder and Co-President*, Scripps Women in Technology Club **September 2013 – Present**
- *Manager and Trip Leader*, Outdoor Women Leaders Club **September 2012 – Present**
- *Concertmaster (First Chair)*, Claremont Concert Orchestra **August 2011 – Present**
- *Music Mentor and Teacher*, Uncommon Good **August 2011 – Present**
- *Campus Guide (2012 Guide of the Year)*, Scripps College Admissions Office **August 2011 – Present**

ADDITIONAL

- Classical violinist with 14 years of training; have gone on orchestral tour in Bulgaria, performed in the Orfeo International music festival in Italy and recorded musical accompaniment with Jason Mraz
- Technical basics: Python, SQL, VBA, STATA



SARAH Ha

GEOGRAPHY: Northeast, Northern California and Bay Area, Pacific Northwest

INDUSTRY: [Health/Medicine](#), [Journalism](#), [Public Health](#),
[Publishing/Editing](#), [Scientific Research/Development](#)

Education and Skills

Scripps College, Claremont, CA

May 2015

- Human Biology Major with Public Health Emphasis, Premedical Track & Media Studies Minor
- Senior Thesis: “*Application of Nutrition in Primary and Preventive Care*”
- Dean's List

Fall 2014

Fall 2012, Spring 2013

Applicable Skills

- Adobe Creative Suite proficient
- Customer service, office and lab experience
- Fluent in Korean, conversational in French
- CPR, AED, and First Aid Certified

Healthcare and Science Experience

Johnson Summer Independent Research Fellow

Lausanne, Switzerland, Summer 2014

“*An Evaluation of Swiss Resident Physicians' Attitudes and Self-perceived Proficiency*”

- Executed independent research in collaboration with Swiss clinicians and professors
- Designed, distributed and analyzed quantitative data surveying Swiss resident physicians at the Centre Hospitalier Universitaire Vaudois and the Policlinique Medicale Universitaire

Research Assistant for Hannah Segal, USC Medical Student

Los Angeles, CA, Summer 2013

- Operated as primary data collector for a study examining healthcare satisfaction in homeless patients for an integral community clinic in downtown LA
- Interviewed patients qualitatively and quantitatively using acquired journalist skills
- Reviewed patient medical information and amassed chart review data for statistical analysis

RSA for Jianmin Zhong, HSU Associate Professor of Microbiology

Arcata, CA, Summer 2012

- Worked on the collection and DNA identification of tick species *Dermacentor variabilis*
- Executed research methods, sterile lab technique, PCR, gel electrophoresis and DNA sequencing

Community Involvement

News Editor/Special Features Editor at The Student Life

Claremont, CA, Fall 2011-Spring 2012

- Managed team of reporters for a weekly news section and tracked progress of writers' articles
- Researched story's background, Claremont Colleges' context and contact information
- Developed bimonthly feature spread, including one on the history of social change at the 5Cs
- Met with writers for an in-depth editing session, effectively improving writing and journalistic style

Reporter for The Arcata Eye

Arcata, CA, Summer 2011; Summer 2012

- Wrote news and feature stories in local community
- Researched local environmental policies and community involvement for the Liscom Slough beat

Leadership Activities

Building Manager at the Sally Tiernan Field House

Scripps College, December 2012-2014

- Uphold the Field House's mission by promoting health and wellness as a student leader
- Demonstrate thorough, dedicated maintenance and knowledge of the facility and its programs
- Provide advanced facility supervision and promote professionalism

SARAH HI

GEOGRAPHY: Geographically Flexible, Mid-Atlantic, Northern California and Bay Area

INDUSTRY: [Consulting/Management](#), [Government/Public Policy](#), [Law](#), [Performing Arts](#), [Social Services](#)

EDUCATION

SCRIPPS COLLEGE (Claremont, CA)

May 2015

- Major, Philosophy, Politics, and Economics (PPE)
- Dean's List - multiple semesters

THE SWEDISH PROGRAM AT THE STOCKHOLM SCHOOL OF ECONOMICS

Spring 2014

WORK EXPERIENCE

THE MOTLEY COFFEEHOUSE (Claremont, CA)

Personnel Manager

Fall 2014- Spring 2015

- Work as part of a 10 person team of student managers to run a non-profit coffeehouse
- Coordinate the hiring and training of 30 new employees and optimize daily workflow of 40-50 baristas
- Elevate sense of community and employee morale by planning events and recognizing the hard work of the barista team
- Interact with both the manager and barista teams to facilitate daily communication and operations and ease any concerns

Barista Lead

Fall 2013

- Train, supervise, and evaluate a team of 48 baristas
- Develop and implement strategies for improved worker efficiency and health and safety compliance
- Serve as liaison between senior management team and baristas

Barista

Fall 2011 – Fall 2013

- Prepare brewed coffee, espresso, tea, and 50+ specialty drinks with extreme attention to detail
- Take customer orders and operate the register while exemplifying patience and outstanding customer service
- Stock products, keep work and customer areas clean, and follow health code regulations
- Prioritize, multitask, and communicate with two shift-mates in high pressure, time sensitive situations

HOUSE JUDICIARY COMMITTEE (Washington, DC)

Minority Office Intern

Summer 2014

- Prepare for committee and sub-committee hearings and briefings by researching issues and writing memoranda
- Work with the Bipartisan Over-criminalization Task Force to research and organize hearings on topics including Collateral Consequences of Incarceration and Mandatory Minimum Sentencing

CAMPS AIRY AND LOUISE (Cascade, MD)

Dance Department Head

Summer 2012, 2014

- Manage and evaluate 10 dance staff members and train department trainees
- Create, coordinate, and execute two full scale dance productions each summer
- Schedule and supervise daily dance activities and workshops in styles including tap, modern, ballroom, and choreography
- Perform other duties as needed as part of camp Administrative Team, including supervising trips and other camp-wide events

Assistant Dance Department Head

Summer 2011, 2013

- Aid department head and assume duties in department head's absence
- Teach daily activities, choreograph, and perform as member of the dance staff

Counselor

Summer 2011, 2013

- Supervise, mentor, and care for 12-36 girls at overnight camp
- Plan and lead bonding and leadership training activities with co-counselors
- Engage in crisis management, dispute resolution, and problem solving

SKILLS

Microsoft Office Suite; Google Docs, Spreadsheets, Presentations, Forms; Wordpress

Social Media Skills: Tumblr, Facebook, Instagram, Twitter, etc.

Languages: Limited Working Proficiency in Hebrew and Italian; Elementary Proficiency in Swedish

Free Pour Latte Art

GEOGRAPHY: Geographically Flexible, Northern California and Bay Area, Southern California

INDUSTRY: [Education: Teaching](#), [Health/Medicine](#), [Public Health](#), [Scientific Research/Development](#)**EDUCATION****Scripps College**, Claremont, CA*Bachelor of Arts* in Biology

5/2015

- Cumulative GPA—3.5, Science GPA—3.5
Dean's List: Fall 2012-present

EXPERIENCE*Keck Science Department*, Claremont, CA**Teaching Assistant**

9/2014-12/2014

- Provided assistance to Dr. Jessica Malisch in the Vertebrate Physiology laboratory course

Cobalt Consulting, Livermore, CA**Intern**

12/2013-01/2014

- Analyzed the efficacy Heart Rate Variability Analysis (HVRA) equipment through running trials on athletes

COPE Health Solutions, Claremont, CA**Clinical Care Extender**

11/2013-Present

- Assisted patients by helping with feeding, changing sheets, and washing, as well as aided nursing staff by taking vitals and performing various other duties

VNA Hospice of Southern California, Claremont, CA**Volunteer**

9/2013-Present

- Visited with hospice patient once a week and read to, talked with, and provided companionship to the patient

Scripps College CERT Emergency Preparedness Team, Claremont, CA**Safety Officer**

10/2013-05/2014

- Aided CERT team during on-campus emergencies by ensuring the safety of the CERT team members, involving proper use of safety equipment

Support for International Change (SIC), U.S.A and Tanzania**Campus Coordinator**—Claremont, CA

9/2013-5/2014

- Organized volunteers to travel to Tanzania for a summer of HIV/AIDS teaching and education experience in rural villages

Volunteer—Arusha, TZ

6/2013-8/2013

- Ran an HIV/AIDS awareness campaign through organizing educational seminars for youths and adults

Claremont Colleges Against Cancer, Claremont, CA**Growth Chair (Growth Committee)**

4/2014-Present

- Oversaw the Growth Committee and was responsible for team recruitment and retention, fundraising, and planning various events for the American Cancer Society, namely Relay for life

RESEARCH*Scripps Senior Thesis Research*, Eastern Sierras, Yosemite, CA**Student Researcher**

5/2014-7/2014

- Worked with Dr. Jessica Malisch to help organize, conduct, and collect data for an experiment examining the effect of the acute stress response on foraging behavior in white-crowned sparrows
- Thesis presented to the Keck Science Department faculty

12/05/14

AWARDS*Bekavac Summer Research Fellowship*, awarded for the research conducted in Summer 2014 by Keck Science Department, Claremont, CA*Exemplary Clinical Care Extender Award*, awarded by the Clinical Care Extender Program

10/2014

ADDITIONAL ACTIVITIES*Student Organization Advisor, 5C Standup Comedy Club*, Claremont, CA

10/2012-Present

Member, Challah for Hunger: Scripps College Chapter, Claremont, CA

9/2011-Present

- Publicity Manager (01/2013-present) and Advocacy Coordinator (01/2015-present)

Education

Scripps College – Claremont, California	Expected May 2015
Major: Biophysics	
Relevant Coursework: Calculus III; Linear Algebra; Differential Equations and Modeling; Principles of Physics with Lab (two semesters); Modern Physics with Lab; Statistical Mechanics; Electronics with Lab; Introductory Biology (two semesters); Programming for Engineers (MATLAB); Computer Science (Python); Introduction to Psychology; Organic Chemistry (two semesters); Intermediate Mechanics; Biochemistry; Genetics; Statistics; Biophysics; Vertebrate Physiology	

Related Experience

Atlantis Project – Tenerife, Canary Islands, Spain	June – July 2014
Physician Shadowing / Multiple Physicians in a rotating medical experiential learning program	
<ul style="list-style-type: none"> • Worked in outpatient and inpatient settings rotating weekly between services including, Obstetrics-Gynecology, Pediatrics, Orthopedic Surgery and Traumatology, Internal Medicine, and Cardiology 	
Care Alliance Health Center – Cleveland, Ohio	January 2014
Physician Shadowing / Dr. Daniel Meges	
St. Vincent Charity Medical Center – Cleveland, Ohio	January 2014
Physician Shadowing / Dr. Kate Wardega	
Great Lakes Pain Management – Cleveland, Ohio	January 2014
Physician Shadowing / Dr. Emad Mikhail	
Case Western Reserve University School of Medicine – Cleveland, Ohio	June – August 2013
Neurosurgical Research Internship / Dr. Jennifer Sweet	
<ul style="list-style-type: none"> • Responsible for daily care of lab rats • Prepped for, assisted on, and performed surgical procedures 	
NuVasive – San Diego, California	December 2012
Medical Device Company / Spinal Surgical Products and Procedures	
Althea Technologies – San Diego, California	August 2012
Biologics Manufacturing	
Case Western Reserve University – Cleveland, Ohio	June – August 2010
Biochemistry Internship / Dr. Irene Lee	

Work experience

Scripps College – Claremont, California	Fall 2014
Dean of Students Office, Genetics Tutor	
Diane Eden, MD and Associates Inc., Office Assistant	2009 – 2014

Volunteer Experience and Activities

Chair / President of Walk A Mile In Her Shoes	2011 – 2015
Food Rescue Volunteer	2012 – 2014
Volunteer at Helen's Place "Advancing Memory Care" Assisted Living Home	2014
Volunteer at Wiggins Place Assisted Living Home	2009-2011

SELENE H

GEOGRAPHY: International, Northern California and Bay Area, Southern California

INDUSTRY: [Consulting/Management](#), [Marketing/Advertising](#), [Public Relations](#),
[Start-Ups](#), [Technology](#)

Education

- Scripps College**, Claremont, CA Expected May 2015
- Bachelor of Arts in Politics and International Relations and Legal Studies
- University College London**, London, UK Spring 2014
- Semester Abroad in Politics and International Relations and Legal Studies
 - Currently volunteers as a Study Abroad Ambassador to Scripps students interested in London

Work Experience

- TRINITY International Industries**, Los Angeles, CA July 2012 - Present
Business Development Assistant
- Process 150+ daily invoices for products sold through Costco, Costco Canada, Trinityii.com and Amazon
 - Conduct extensive research about the online marketplace for product development and marketing
 - Work in a close team-oriented environment with 3+ colleagues and CEO that directly impacts product development
 - Compile data from product reviews, blogs, and internal statistics to evaluate and identify market trends
 - Assist Web Manager to optimize Google AdWords exposure
- The Scripps Voice Newspaper**, Scripps College, CA February 2013 - Present
Senior Design Editors
- Manage the content and layout of 3-7 pages of the student-run biweekly college newspaper
 - Collaborate and communicate with 2 Editors-in-Chief and 2 Design Editors to create strong design
 - Resolve student/campus conflicts by contributing to staff-wide editorials written by the newspaper. Responsibilities include: discussing staff views, drafting/editing the article, and allotting the design space
 - Lead writing and design workshop exercises during biweekly newspaper staff meetings
- Scripps Fund**, Scripps College, CA September 2013 – October 2013
Phonathon Caller
- Served as an ambassador between the College and its supporters by engaging a line of communication
 - Gained an understanding of the College, its organizational structure, and its needs for financial support
 - Called constituents to build rapport, update demographic information and acquire gifts up to \$300
 - Checked in with call managers to continuously improve on the unscripted caller experience
 - Participated in weekly team-building exercises with 10 colleagues to boost overall positivity

Team-Building Experience

- Relay for Life of the Claremont Colleges**, Scripps College, CA August 2014 – Present
Publicity Chair (Member of the Executive Board), Claremont Colleges Against Cancer (CCAC)
- Spearhead CCAC branding campaigns via Facebook, Twitter, campus emails, and traditional print media
 - Teach and mentor students weekly to use publicity tools (InDesign, Photoshop, Wordpress, etc.)
 - Draft publicity performance reports of CCAC events to the Executive Board to optimize future success
 - Interview, select, and lead 6 Publicity Coordinators to execute core branding strategies
 - Communicate and manage projects with 6 Publicity Coordinators and 10 Executive Board members
- Publicity Coordinator, Claremont Colleges Against Cancer (CCAC)* August 2013 – July 2014
- Designed and executed campus-wide campaigns for Breast Cancer Walk, Relay for Life, screenings, etc.
 - Promoted events through newspaper articles, internet, custom-made apparel, and social media
 - Reported to Publicity Chair in weekly meetings and respond to project tasks in a timely manner
 - Lead the month-long media campaign across the Claremont Colleges for Relay for Life (our big event)

Skills

Computer: Microsoft Office, Adobe Photoshop, Adobe InDesign, Facebook, Pinterest, Twitter, WordPress

Other: Exceptional research skills, strong oral and written communication skills, public speaking experience

Personal Interests: Travel and food blogging, amateur digital and black and white photography, ocean kayaking

SHAINA R

GEOGRAPHY: Geographically Flexible

INDUSTRY: [Marketing/Advertising](#), [Museum Work](#), [Visual Arts/Design](#)

EDUCATION	SCRIPPS COLLEGE	Claremont, CA
May 2015	Bachelor of Arts: Art Conservation, Classics minor <ul style="list-style-type: none">• Art Conservation senior thesis completed Spring 2015; Dean's List Spring 2014• coursework in Art Conservation, Archaeology, Anthropology, Studio Art, Art History, Chemistry, Classics	
December 2013	STUDIO ART CENTERS INTERNATIONAL <ul style="list-style-type: none">• Studied abroad for one semester in art conservation field• Worked with Roberta Lapucci on conserving 18th century paintings	
EXPERIENCE	VOLUNTEER, Lahaina Galleries	Newport Beach, CA
Fall 2014	<ul style="list-style-type: none">• Assisted with gallery exhibitions - Donna Young & Razzauti and Thanksgiving Show• Worked under the gallery director Callie Wray• Spoke with patrons and contemporary artists and gained knowledge of public art gallery and sales	
Spring 2013	WILSON INTERN, Ruth Chandler Williamson Gallery, Scripps College	Claremont, CA
	<ul style="list-style-type: none">• Assisted with the Scripps Collectors Circle presentation• Assembled an exhibition of works from the Scripps College permanent collection with other intern, titled <i>Seeking Red</i>• Wrote articles for press releases of multiple exhibitions	
May-June 2012	INTERN, Private art collection	Seattle, WA
	<ul style="list-style-type: none">• Extensive research on artistic styles used to determine which pieces should be acquired in the collection• Wrote provenance for a variety of artworks in the collection• Catalogued over 3,000 art books in the library• Worked with Seattle-based art conservation company to consider conservation options for various collection pieces within the collection	
LEADERSHIP	CMS VARSITY GOLF TEAM, Claremont-Mudd-Scripps	Claremont, CA
2011- 2015	<i>Captain- 2014-2015 season</i> <ul style="list-style-type: none">• Nationally ranked 4 years• Participated in NCAA DIII National Championships, placed 26th overall, 2012-2013• SCIAC league Player of the year, 2013-2014• SCIAC league Championship placed 2nd, 2013-2014; placed 1st, 2012-2013• Freshman of the year winning 2 tournaments, 2012	
Fall 2010	DESERT MOUNTAIN GOLF TEAM, Desert Mountain High School	Scottsdale, AZ
	<i>Captain</i> <ul style="list-style-type: none">• Worked with the coach and other teammates to create team-bonding events• Led team to the State Championships	
SKILLS	PROFICIENT ARTIST <ul style="list-style-type: none">• 5 years of oil painting experience learning a variety of techniques; chosen to exhibit artwork in a variety of shows• Know how to operate digital and manual cameras	
	KNOWLEDGE OF COMPUTER SCIENCE <ul style="list-style-type: none">• Thorough understanding of Python language, HTML, Javascript and CSS code• Programmed using server-side programming such as Flask• Experienced with databases	

EDUCATION

Scripps College, Claremont, CA Expected 5/2015
Bachelor of Arts in Neuroscience; minor in Creative Writing
Cumulative GPA: 3.5 | Dean's List: Spring 2014, Fall 2015
Junior Fellow in the Scripps College Humanities Institute (Spring 2015)
Senior Thesis: Individual Differences in Dissociation and EEG Responses to Emotional Pictures

RESEARCH EXPERIENCE

Lab Director, Adult Development Project, Scripps College 8/2014 – Present

- Interviewed, selected, organized, trained and conducted staff meetings for a team of six to eight research assistants
- Scheduled participants and prepared laboratory supplies and stipends for up to four different research projects at a time

Research assistant, Cognitive Neuroscience Lab, Claremont McKenna College 5/2014 – 8/2014

- Conducted experiments on attention distribution and body placement with college-age adults for a National Science Foundation grant using an electroencephalographic system
- Compiled and analyzed ERP data with a team of three other research assistants

Research assistant, Adult Development Project, Scripps College 4/2013 – 8/2014

- Conducted survey, pupillometry, and electroencephalographic experiments with older community adults and younger college-age adults
- Compiled data and followed precise laboratory protocols for multiple research projects, primarily related to different kinds of memory differences in older and younger adults

WORK EXPERIENCE

Resident Advisor, Dean of Students Office, Scripps College 5/2014 – Present

- Served as a presence and resource to 96 students of all class years in the residence hall
- Planned and executed at least four events per semester, centered on specific topics
- Held at least eight hours of open office hours per week for students to discuss hall issues
- Managed approximately fourteen twenty-four hour emergency response on call shifts per semester
- Participated in Resident Advisor selection committee and interviewed candidates
- Acted as a Campus Safety Authority and enforced rules and policies of Scripps College

Co-President, Scripps Advocates for Survivors of Sexual Assault 5/2014 – Present

- Managed and organized a sexual assault support hotline of peer-to-peer advocates
- Created a yearly budget through the Office of the President
- Interviewed, selected, and oversaw trainings for future Advocates
- Attended regular meetings with the advisor and Dean of Students

OTHER ACTIVITIES/SKILLS

Computer Skills: Microsoft Office, PC and Mac proficient, SPSS, Matlab, Maplesoft, Python, Hmmm
Experimental Procedures and Programs: Pupillometry, EEG, E-Prime
Language Proficiency: Intermediate conversational and written Spanish
Certifications: Sustained Dialogue Campus Network moderator, domestic violence counselor, Teal Dot Bystander Training trainer

SIMONE B

GEOGRAPHY: Mid-Atlantic, Northeast, Southern California

INDUSTRY: Event Planning, Government/Public Policy, International Relations



Scripps College; Claremont, CA — August 2012-May 2015

Bachelor of the Arts in Hispanic Studies, Minor in Politics and International Relations

Hamilton College Academic Year in Spain; Madrid, Spain — January-May 2014

California Lutheran University; Thousand Oaks, CA — August 2011-May 2012

SKILLS

- Fluent in Spanish
- Customer service experience providing guidance to college students in need of career assistance
- Knowledge of current social networking trends in Facebook, Twitter, LinkedIn & Google Plus
- Very familiar with Microsoft Word, Excel, Powerpoint, Outlook, Photoshop, Windows, Macintosh, SPSS

EXPERIENCE

Administrative Assistant, Grounds Department, Claremont, CA **September 2014-Present**

- Took pictures and organized all paperwork to submit for grass rebates through the California Water Initiative
- Completed supplies requests, helped to organize department, performed opening and closing duties

Student Intern, Scripps College Stewardship Office, Claremont, CA **Sept 2012-Dec 2013**

- Organize spreadsheets with student and scholarship information in order to best match students with scholarships
- Assist Assistant Director of Stewardship office with all administrative tasks necessary to effectively run office

Intern, Bonamici for Congress, Portland, OR **Jan 2012; May-Aug 2012**

- Lead intern for DCCC fundraiser with Nancy Pelosi, organized caterers, entertainment, guest list and donations
- Organized and filled out call sheets, completed research projects, and fulfilled mailings
- Helped plan and execute fundraising events through food order placements and preparation of event locations

LEADERSHIP EXPERIENCE

Planned Parenthood Global Youth Advocacy Fellow **April 2012-Dec 2012**

- Attended the Commission on Population and Development at the United Nations as an NGO advocate
- Went to Washington, D.C. to attend a leadership conference
- Planned events at Scripps College with the pro-choice group on campus such as clinic escorting

Claremont Port Side Staff Writer Claremont, CA **Sept 2012-Present**

- Write articles for both print and online editions of magazine on prevalent topics on campus and around the country
- Authored cover story about issue of campus rape for October 2012 print edition

College Democrats Club President, Thousand Oaks, CA **Sept 2011-May 2012**

- Founded club by recruiting other officers and submitting all required information to receive club and budget approval
- Prepared all agendas and ran meetings with other officers to inspire political action among students
- Planned and ran an event to register students to vote

ACTIVITIES AND HONORS

California Lutheran University 2011-2012 Dean's List Scholar

SIRI B

GEOGRAPHY: Hawaii, Northern California, Pacific Northwest
INDUSTRY: [Entertainment](#), [Event Planning](#), [Museum Work](#),
[Performing Arts](#), [Travel/Hospitality](#)

Education

Scripps College, Claremont, CA

Expected May 2015

- Bachelor of Arts in English with a Minor in Anthropology
- Senior Thesis (in progress): William Shakespeare's reinvention of the Fool character, specifically looking at Feste in *Twelfth Night*, Lear's Fool in *King Lear*, and Hamlet from *Hamlet*

Victoria University of Wellington, Wellington, New Zealand

Fall 2013

- Studied abroad for one academic semester in Anthropology.
- Strengthened knowledge in Maori culture and language, research skills, and academic writing skills.
- Increased and advanced ability to adapt to changes in environments, situations as well as cultural differences between others and myself.

Work Experience

Markson Sparks! Events Assistant: Sydney, Australia

Summer 2014

- Discover and contact potential companies for current and future event sponsorship, partnership, or collaboration.
- Efficiently organize paperwork from previous events and for future, ensuring that everything runs as smoothly as possible.
- Developed a strong enthusiasm for organization and uncovered a passion for planning.
- Fortified creative problem solving abilities when problems formed.

Scripps College Events Usher: Claremont, CA

Spring 2013

- Greet attendees and efficiently show audience members to their seats.
- Help to set up for events and offer quick and friendly responses to questions about the campus and the event.

Claire's Boutique Sales Associate: McLean, VA

Summer 2012

- Exhibit proficiency on all merchandise and active sales while sustaining a positive attitude.
- Keeping the store clean and organized for the benefit of the customers while providing outstanding customer service.

Community Service Trip to New Orleans Volunteer

Spring 2009; Spring 2010

- Cleaned, socialized, and exercised dogs and cats in animal shelters.
- Improved low-income elementary schools damaged by Hurricane Katrina. Painted and rebuilding sections, as well as interacting with the children during their free time.

Production Experience

- Lead or supporting role in over 10 theatre productions
- Dramatic Arts Award from The Edmund Burke School for the organization and production of the First Annual Student-Run One Acts, 2011.

Other Skills

- MS Office, Adobe Photoshop, Digital Photography
- Proficient in basic French and Latin

GEOGRAPHY: Geographically Flexible, Northeast, Southern California
INDUSTRY: Consulting/Management, Engineering, Environment/Sustainability, Health/Medicine, Scientific Research/Development

Columbia University, The Fu Foundation School of Engineering and Applied Science; New York, NY – Expected May 2015

- Dual Bachelor of Science and Bachelor of Arts Degree Program – *Bachelor of Science, Chemical Engineering*, 3.69 GPA
- Dean's List Fall 2013 – Spring 2014

Scripps College; Claremont, CA – Expected May 2015

- *Bachelor of Arts* – Minor in Chemistry, 3.80 GPA, Dean's List Fall 2010 – Spring 2013

ENGINEERING AND SCIENCE EXPERIENCE

Summer Intern, ExxonMobil Asia Pacific Pte Ltd; Singapore – June 2014-August 2014

- Executed simulations to aid in crude planning, and consolidated monitoring spreadsheets of process operations to support process engineers in their day-to-day tasks
- Performed simulations and calculations to analyse the possibility of replacing an underperforming heat exchanger
- Organized and presented data to a team of technical refinery supervisors and managers

Summer Intern, Singapore Airlines Engineering Division; Singapore – July 2012-August 2012

- Worked alongside various engineering specialists to gather technical information for ENG Wiki, an interactive e-platform
- Defined framework for ENG Wiki that rendered ease of use, consolidated technical information and solutions, and classified information to input, which supported collaborations amongst team members

Undergraduate Researcher, Joint Science Department; Claremont, CA – May 2011-June 2012

- Co-authored paper on atmospheric aerosols: *NO₃ radical, OH radical and O₃-initiated secondary aerosol formation from aliphatic amines – Salt Formation and the Effect of Water Vapor* (accepted by *Atmospheric Environment*, February 2013)
- Operated a Particles into Liquid Sampler - Ion Chromatograph (PILS-IC) system as part of a joint field study in Hanford, CA
- Conducted experiments to determine possible amine reactions in the atmosphere
- Presented research at the American Chemical Society National Meeting in March 2012, and April 2013, and the Keck Science Summer Research Symposium in August 2011 on the "Concentration of Alkylammonium Salts Measured by a PILS-IC"

Chemistry Teaching Assistant and Tutor, Joint Science Department; Claremont, CA – January 2011-May 2013

- Assisted professors with lab supervision in general and organic chemistry labs and guided students through weekly lab experiments; graded written lab assignments weekly
- Worked with students having difficulty with Chemistry problems by explaining challenging concepts and various example questions weekly; participated in trainings to better understand learning styles and study skills

LEADERSHIP EXPERIENCE

Resident Advisor, Columbia University Office of Residential Programs; New York, NY – August 2014–present

- Served as a resource for 98 incoming combined-plan undergraduate students
- Executed two passive and three active programs since the start of the school year as part of community development and peer mentorship initiatives

Co-President, Columbia University Taiko; New York, NY – August 2014–present

- Spearheaded initiative to start Columbia University's first taiko group (Japanese Drumming) which is now comprised of 4 experienced members and a growing pool of beginner taiko enthusiasts

Resident Advisor, Scripps College Dean of Students; Claremont, CA – August 2012-May 2013

- Worked with the Dean of Students Office in a nine-month paraprofessional position, to create a positive living and learning environment for 90 residents by developing a safe and inclusive community through resources, support and clear communication of college policies within the residence halls and the greater Scripps community
- Creatively utilized a budget of \$150 per semester to implement approximately 25 programs addressing issues such as community engagement, global community, alcohol awareness, sexual assault, physical and mental wellness, and academic success to empower and get to know residents
- 2013 Finalist for Student Employee of the Year in recognition of excellence in reliability, quality of work, initiative, professionalism, uniqueness of contribution, and commitment to inclusivity and community building

AWARDS

- Scripps International Scholarship, four-year merit scholarship – 2010-2013
- Virginia Esterly Award, summer internship grant – Summer 2012
- Dreyfus Student Research Fellowship, summer research grant – Summer 2011

SKILLS

- Computer: ProII, Aspen, Python, ArcGIS, Matlab, Solid Works, Multisim, Microsoft Word, Powerpoint, and Excel
- Language Proficiency: Advanced proficiency in spoken and written Chinese (Mandarin)

SUSANNA F

GEOGRAPHY: International, Northeast, Northern California and Bay Area

INDUSTRY: [Education: Teaching](#), [Museum Work](#), [Publishing/Editing](#), [Start-Ups](#), [Visual Arts/Design](#)

Education

Scripps College – Bachelor of Arts in Art History and Art, 2012 to present

- 3.63 cumulative GPA.

Carnegie Mellon University – Bachelor of Arts and Humanities: Art history, Art, 2011 to 2012

- Dean's List honoree, cumulative GPA of 3.82.
- Member of BHA and Humanities Scholars honors programs.

Skills

- Adobe Photoshop, After Effects, and Premiere Pro; Final Cut Pro
- Autodesk Maya and 3DS Max; Pencil; traditional animation
- Photo and graphic editor
- Photography and videography
- Strong writing skills
- Maintenance of various social media accounts for organizations
- Excellent attention to detail

Work History

- Art History Intern**, Ink Studio, Beijing, China (working remotely) 05/12 – 01/13
- Shot, produced, and transcribed video interviews on contemporary Chinese ink painting. 12/13 - 09/14
 - Composed bibliographies and artists Cvs.
- Lizard Institute Student**, Beijing, China 06/14 - 07/14
- Hosted by contemporary ink and oil painter Huang Bingyi.
 - 12 students taught by 14 professors from universities including Stanford and Yale on creative leadership.
 - Taught roughly 50% in Mandarin.
- Digital Media Department Intern**, The Metropolitan Museum of Art, New York, NY 02/14 - 05/14
- 3D modeled copies of ornate furniture, programmed for use in an in-gallery touch screen display.
- Conservation Intern**, Williamson Gallery, Claremont, CA 09/13 - 12/13
- Conserved ceramics and other sculptural works from the Scripps collection.
 - Wrote conservation reports and descriptions for historical Chinese scroll paintings.
- Animator**, Andrew Huang, *Every Night I Dream Of Dancing* Music Video, (working remotely) 06/12 - 09/12, 07/13 – 10/13
- Worked with a team of professional animators to produce an animated music video.
- Media Studies Intern**, Pitzer College, Claremont, CA 05/13 - 09/13
- Edited and made videos related to feminism in technology.
 - Wrote descriptions, blog entries, and grant applications for an upcoming collaborative course.
- Asian Art Department Intern**, Iris & B. Gerald Cantor Center for Visual Arts, Stanford, CA 06/12 - 08/12
- Developed a comprehensive plan of artworks included in upcoming exhibitions.
 - Planned and curated rotating exhibitions, as well as the re-installation of the permanent Asian art exhibition.
- Student Artist**, *01SJ - San Jose ZERO1 Biennial*, San Jose, CA 09/10 to 10/10
- Participated in a video workshop lead by multimedia artist Taeyoon Choi.
 - Conceived and constructed video equipment and produced videos subsequently exhibited in the 01SJ Biennial.

Accomplishments

- 2014 featured speaker at the UCSD Experiential Learning Conference.
- 2013 winner of MIT's DML Hub's Reclaim Open Learning Challenge.
- Winner of Autodesk's 2011 Excellence in Design Award for animation, Silicon Valley Regional.



TEAGAN B-R

GEOGRAPHY: International, Pacific Northwest, Southern California,
INDUSTRY: [Entertainment](#), [Health/Medicine](#), [Marketing/Advertising](#),
[Publishing/Editing](#), [Visual Arts/Design](#)

Education

Scripps College, Claremont, CA

May 2015

Bachelor of Arts in Studio Art and Psychology Minor

- Nellie G. Fryer Memorial Scholarship in Art
- Dean's List, minimum 3.7 GPA

Fall 2014

Sept. 2012-May 2013

University of Canterbury, Christchurch, New Zealand

Feb. 2014-June 2014

Experience

Independent Artist and Researcher, Scripps College, Claremont, CA

Sept. 2014-Present

- Spent 80+ hours building 5' 7" ceramic sculpture and four carefully balanced ceramic cairns
- Required immense attention to detail and excellent time management
- Researched multiple artists and the history of cairns

Volunteer, Sycamore Elementary School, Claremont, CA

Oct. 2013-Dec. 2013

- Facilitated arts and crafts activities for the combined kindergarten and 1st grade class
- Collaborated with the teacher's aide to guide students and ensure understanding
- Supported the teacher and teacher's aide by organizing classroom materials

Student Trainer, Claremont-Mudd-Scripps Athletics, Claremont, CA

Sept. 2011-Present

- Quickly learned to provide rehabilitation for the athletes under the supervision of the Athletic Trainers
- Provided preventative measures for the athletes by taping ankles
- Administered minor first aid
- Assisted the Athletic Trainers during games in case of serious injury

Girl Scout Gold Award Recipient, Pasadena, CA

May 2009-June 2010

- The Girl Scout Gold Award is the equivalent of an Eagle Scout
- Completed 100+ hours of service
- Wrote a children's book for Para Los Niños with both English and Spanish versions
- Organized the bilingual recordings so the children could experience "books on tape" to better their English skills and learn to love reading

Backstage Crew, Glendale Presbyterian Church, Glendale, CA

May 2007-Aug. 2013

- Supervised, organized and trained a crew of up to four people for the annual Elementary School Summer Musical
- Collaborated with the producer, director and choreographer on which sets and props were needed
- Ensured smooth productions with no malfunctions

Skills

Proficient in Microsoft Office and Social Media

Intermediate French

Intermediate Cake Decorating

Proficient with Ceramics: hand building, making glazes, operating electric kilns



TEESTA B

GEOGRAPHY: Northeast, Northern California and Bay Area, Southern California

INDUSTRY: Education: Teaching, Event Planning, International Relations, Law, Public Relations

EDUCATION

Scripps College

Major in Legal Studies and Minor in Politics and International Relations
Honors Thesis in “Indian Women as Repositories of Honor”
Deans List in Fall 2011 and Spring 2013

Expected May 2015

EXPERIENCE

- Student Representative, Scripps College Board of Trustees, Claremont, CA April 2014- Current
 - Elected by Board of Trustees to facilitate communication between students and trustees.
 - Organize events to understand and tend to grievances of the entire student body.
- Volunteer, The Children’s School at Claremont McKenna College, Claremont, CA August 2013-Current
 - Coordinate daily activities with 2 other teachers including motor skill and comprehension building exercises for 20 children.
 - Coach children who need extra attention by providing a one on one setting.
- Secretary, Scripps College Mock Trial, Claremont, CA September 2012- Current
 - Actively contributed in 10+ inter-college mock trial competitions.
 - Write detailed meeting briefs; organize meetings and scrimmages with other colleges.
 - Received inter-region best witness award in 2014.
- Customer Service Associate, Sallie Tiernan Field House Claremont, CA September 2012-Current
 - Maximize field house efficiency by tending to patrons’ concerns and queries.
 - Act as the face of the field house by promoting events and engaging with the Scripps community at large.
- Legal Intern, Chambers of Mukul Rohatgi, Attorney General for India, New Delhi June 2014-August 2014
 - Optimized workflow by categorizing and summarizing case notes and details.
 - Assisted Attorney General in confidential special projects.
- Communications and Advocacy Intern, Apne Aap Women Worldwide, New Delhi May 2014-June 2014
 - Organized fundraisers, conferences and awareness campaigns for trafficked women.
 - Managed the social media pages of the organization.
- Assistant teacher, Vasant Valley School, New Delhi, India July 2013-August 2013
 - Assisted teachers from grades nursery to first prepare for class.
 - Acted as a substitute in classes whenever necessary.
- Member, Admission Ambassador Team January 2012-May 2014
 - Advertised school events around the campus.
 - Conducted tours and answered queries of perspective students and their parents.
- Intern, Division for Sustainable Development, United Nations New York City & Rio de Janeiro May 2012- July2012
 - Edited and finalized reports on climate change and alternate energy sources.
 - Organized and managed side events at the Rio+20 Conference.
- Assistant, CMS Event Management August 2012-December 2012
 - Organized at home track and field events.
 - Managed athletes during track and field events.
- Volunteer teacher, Pomona Hope Kids, Pomona, CA September 2011- September 2012
 - Assisted children from low-income backgrounds with their homework.
 - Organized and advertised fundraising events.

SKILLS

- Microsoft Office: Microsoft Excel, Powerpoint and Word.
- Social media: Instagram, Twitter, Facebook , Pinterest and Tumblr.
- Languages: Conversational and written English (fluent), Conversation and written Hindi (fluent), Conversation and written Spanish (basic).
- Certified in CPR and AED

TORIS

GEOGRAPHY: Northeast, Northern California and Bay Area, Southern California

INDUSTRY: [Event Planning](#), [Finance/Banking](#), [Human Resources/Recruiting](#), [Technology](#), [Start-Ups](#)

EDUCATION

Scripps College, Claremont CA

Expected May 2015

Bachelor of Arts, Organizational Studies, GPA: 3.3/4.0

- Awards: Dorothy Drake Scholarship, Samella Lewis 2014-2015 Scholarship
- Relevant Coursework: Organizational Theory, Microeconomics, Macroeconomics, Global Leadership, Women's Roles in Society

PROFESSIONAL EXPERIENCE

Office of the Board of Trustees, Scripps College, Claremont CA

Sept 2014 – Current

Intern

- Assist in quarterly board meeting preparation, intermittent committee meetings, and yearly retreat
- Support College's diversity initiatives, programming, and cross-campus promotion for Sustained Dialogues Campus Network and other workshops on issues of inclusivity
- Provide student perspective on range of College community issues as requested

Media Services at Scripps College, Claremont CA

Jan 2012 – Current

Student Intern

- Responsible for conference support, board meetings and retreats; support media set-up for faculty, staff, and students around campus
- Support office administration by directing phone calls, filing paperwork, and making photocopies
- Oversee check-out process for students borrowing media equipment
- Supported EVP

City National Bank, Los Angeles, CA

Jun 2014 – Aug 2014

Private Client Services Intern

- Supported EVP of Private Client Services on research and projects designed to improve efficiency and identify prospects
- Assisted Team Lead and Private Bankers in a regional office with internal marketing projects

Residential Life at Scripps College, Claremont, CA

Aug 2013 – May 2014

Resident Advisor

- Supported 86 students in a residence hall to acclimate them into Scripps community through programming, mediation, and crisis intervention/response
- Acted as a liaison between students and administration
- Designed 8 programs each semester, planned independently and as a part of the Residence Life team

Panda Restaurant Group, Los Angeles, CA

May 2013 – Aug 2013

Learning and Development Intern

- Assisted project managers and team specialists in internal motivational campaign
- Oversaw Rosetta Stone English program; performed data analysis reports for online training
- Created Leader's Guides to help associates acclimate to company culture
- Improved efficiency by initiating tools such as Formstack and training manuals

LEADERSHIP EXPERIENCE

- *Student Activities Chair*, Scripps Associated Students (SAS) May 2014 – Current
- *Co-Treasurer/Event Photographer*, Activities Team (A-Team) Sept 2011 – Current
- *Student Representative*, Office of Black Student Affairs Advisory Committee Apr 2014 – Current
- *Student Representative*, Scripps College's VP/Dean of Students Search Committee Jan 2014 – May 2014
- *Team Leader*, New Student Program Aug 2012 – May 2013
- *Vice President*, Wanawake Weusi Aug 2012 – May 2013

ADDITIONAL

- Computer: Microsoft Office, iWork
- Social Media: Facebook, Twitter, Instagram



TRACY Y

GEOGRAPHY: Mid-Atlantic, Northern California and Bay Area, Southern California

INDUSTRY: [Government/Public Policy](#), [Law](#)

EDUCATION

Scripps College, Claremont, CA

Bachelor of Arts, Dual major in Legal Studies and Politics

Expected May 2015

- 3.56 GPA
- Senior Thesis: *How to Get Married: An Examination of the Marriage Equality Litigation Strategy*
- Scripps College Dean's List, Fall 2013, Spring 2014 (minimum 11.0 GPA)
- Scripps College Presidential Scholarship, 2011 - present (four-year merit scholarship)

Georgetown University, Washington, D.C.

Semester in Washington Program: Law, Politics, and Legislation

June - July 2013

EXPERIENCE

Program and Development Intern, *Common Cause*, Washington, D.C.

June 2013 - July 2013

- Development: Assisted with prospect research, grant reports, data entry, and drafting outreach letters
- Program: Researched elections, voting rights, and money in politics for Common Cause reports

Sponsor, *Asian American Sponsor Program*, Scripps College

August 2012 - May 2013

- Mentored and assisted 10 Asian American first-year students in adjusting to college life
- Provided and fostered a safe environment for open discussion of issues facing Asian Americans
- Organized and hosted three social events for first-year students

Admissions Ambassador, *Office of Admissions*, Scripps College

September 2011 - May 2013

- Represented Scripps College in welcoming and hosting prospective students

Junior Volunteer, *Garfield Medical Center*, Monterey Park, CA

July 2012 - August 2012

- Assisted physical and occupational therapists with patient rehabilitation
- Received a Kindness Coin for demonstrating exemplary attention to patients' needs
- Translated Cantonese/Mandarin to bridge language gap between patients and therapists

Member, *Constitution/Government Team*, Arcadia High School

May 2010 - May 2011

- Demonstrated knowledge of the Constitution and the American political system through simulated congressional hearings as a part of *We the People: The Citizen and the Constitution*
- Unit focus: What Challenges Might Face American Constitutional Democracy in the 21st Century?
- District champions; California State Competition - 3rd place (2011)

Intern, *Golden Vision Optometry*, San Gabriel, CA

July 2010 - August 2010

- Updated medical record system by scanning paper records into electronic records
- Performed clerical duties and preliminary optical tests on patients before doctor evaluation

ACTIVITIES

- **Athlete**, *Track and Field and Cross Country*, Claremont-Mudd-Scripps Colleges October 2012 - present
- **Photographer**, *The Student Life*, Pomona College September 2012 - May 2013

AWARDS AND RECOGNITIONS

- **National Merit Scholar**, 2011
- **Arcadia Girls Cross Country Team Captain**, 2010
- **Cross Country Team Award**, 2007 (recognizing dedication to team and individual success)

SKILLS

- **Computer**: Microsoft Office, facebook, twitter, blogs (Wordpress, Blogger, Tumblr)
- **Language**: Proficient in speaking Mandarin and Cantonese



Education

- Scripps College | Claremont, CA** **Expected May 2015**
 - Bachelor of Arts in Economics and French (3.51)
 - Dean's List (Spring and Fall 2013)
 - Relevant Coursework: Econometrics, Statistics, Calculus, Industrial Organization, French/English Translation
- Internship in Francophone Europe | Paris, France** **January –May 2014**
- Université de Nice | Nice, France** **August –December 2013**
 - Study abroad facilitated by Sweet Briar College Junior Year in France

Relevant Experience

- Phonathon Caller Scripps College Scripps Fund | Claremont, CA** **October 2011 –September 2014**
 - Fundraised over \$40,000 as a representative of the college through outreach initiatives aimed toward alumnae, parents, and friends
- Consumer Insights Intern DineEquity, Inc. | Claremont, CA** **June –August 2014**
 - Consolidated relevant data from recent Segmentation study to streamline data trend process for marketing and finance department
 - Consulted executives on more competitive marketing strategies for menus and ads
 - Collaborated on a team of 6 to improve brand global impact
- Foreign Commercial Service Intern U.S. Commercial Service | U.S. Embassy Paris, France** **March –May 2014**
 - Full-time internship for class credit through Internship in Francophone Europe study abroad program
 - Assisted in preparation of World Franchise Expo 2014 U.S. booth showcasing over 20 different brands
 - Adapted and compiled 3 market research reports on the cosmetics industry for the Cabinet including big retailers such as Galleries Lafayette
- Marketing Intern Pasadena Community Foundation | Pasadena, CA** **May –August 2013**
 - Managed all online publicity including writing and editing 6 publication and press releases, updating and editing entire website and sending weekly email updates
 - Optimized Facebook page through increasing page likes and reach by 300%

Leadership Experience

- Peer Health Educator Sallie Tiernan Field House | Claremont, CA** **September 2014 –Present**
 - Encourage, support and advance healthful living on campus
 - Design programs and innovative outreach on various health topics with team of 6
- Tour Guide Scripps College Office of Admission | Claremont, CA** **September 2011 –Present**
 - Lead tours by effectively communicating high quality academics and residential life to constituents and parents
- Senior Class Representative Scripps Associated Students | Claremont, CA** **August 2014–Present**
 - Organized 8 bonding events for senior class
 - Active voting member on event planning board
- On-Campus Events Coordinator Scripps College Office of Admission | Claremont, CA** **August 2012 –May 2013**
 - Organized 5 events geared toward prospective admits with up to 300 people attending each event
 - Directed and led over 100 student volunteers at each event
- Gold Award Recipient Girl Scouts of Greater Los Angeles Area | Pasadena, CA** **September 2011**
 - Raised \$700 to refurbish pantry at Door of Hope, a homeless rehabilitation center in Pasadena, CA
 - Planned and executed a healthy lifestyle workshop for 20 residents

Skills

- Computer: Microsoft Office Suite, Stata, Photoshop, Paint, Adobe Dreamweaver, Windows, Apple
- Social Media: Google, Twitter, Facebook, Tumblr, Youtube, Instagram, Blogspot, WordPress, Pinterest
- Language Proficiency: Fluent in French
- Hobbies: Yoga, Ukulele, Surfing, Hiking, Baking, Live Music, Multi-Media Art, Photography

VICKY B

GEOGRAPHY: Geographically Flexible, International
INDUSTRY: [Government/Public Policy](#), [Human Resources/Recruiting](#),
[International Relations](#), [Public Relations](#), [Travel/Hospitality](#)



EDUCATION

Scripps College, Claremont, CA

Expected 2015

Bachelor of Arts in Psychology and French Studies

Thesis: “Aunty Flow and Avoir Ses Anglais: The Cultural Expectations of Menstruation”

EXPERIENCE

Research Assistant, CARE Lab, Pomona College; Claremont, CA

2013 - Present

Develops and works through lab experiments, runs participants and works in difficult and stressful conditions with people, performs detailed-oriented transcribing, works solo on expansive projects. In the process of publishing latest research, “Exploring the efficacy of a relational savoring intervention in a foster home context”.

Bike Shop Manager, Sallie Tiernan Field House; Claremont, CA

2014 -Present

Built the Scripps College bike program from the ground up. Develops policies, organizes events, manages employees, and manages to institutionalize a successful program. Organizes a full semester rental program and daily rental programs with a tight budget and only two Bike Technicians. Works towards developing a larger, more sustainable program.

Customer Service Associate, Scripps College; Claremont, CA

2014- 2014

Greeted and worked with every Sallie Tiernan Field House customer. Required liveliness and a constantly cheerful attitude. Handled stressful situations and accidents or injuries. Inventoried office paperwork and worked with cash register. Prepared for the Scripps College class of 2018.

Shift Manager, 21 Choices; Claremont, CA

2013- 2014

Created and made unique yogurts every day, served and worked with costumers, worked cash register, managed associates during every shift, maintained organization and cleanliness of the workplace.

Leadership Board, Claremont Colleges Ballroom Dance Company;

2012-2014

Organized monthly 300+ people events for Claremont ballroom dancers. Taught, TAed, organized events, and coached intermediate-level dancers. Traveled around the United States of America for competitions and maintained partnerships between colleges.

SKILLS

Bilingual French and English. CPR, AED, and First Aid certified. Deans list at Scripps College (2013- 2015) EU Passport. Competent in Python. Proficient in Word Document, Pages, Excel, Numbers, Google Documents, and social mediate. Experienced in organizing events and public speaking.

VIVIENNE W

GEOGRAPHY: Hawaii, Pacific Northwest Northern California and Bay Area

INDUSTRY: [Entertainment](#), [Event Planning](#), [Fundraising/Development](#),
[Human Resources/Recruiting](#), [Start-Ups](#)

EDUCATION

-
- 2011 – 2015 **Scripps College** Claremont, California
B.A. Media Studies with a Minor in Psychology
Related Coursework: Video Production, History of American Film,
Mexican Visual Cultures, Adolescent Development, Child Development,
Research Methods, Intermediate French
- July – Nov 2013 **Victoria University of Wellington** Wellington, New Zealand
Related Coursework: Media, Society and Politics, Introduction to Sociology

WORK EXPERIENCE

-
- May – Aug 2014 **Seafair Summer Festival** Seattle, Washington
Event Production and Neighborhood Liaison Organizer
- Used problem solving skills in a high pressure environment to mediate neighborhood complaints about noise, parking, and crowds
 - Raised awareness of Seafair events at community meetings
 - Managed and created Excel spreadsheets for organizing hundreds of volunteers and responding to hundreds of ticket requests
 - Leader of bag check system for over 500 people who ran the Torchlight 5K
- Jan 2012 – Present **Scripps College Development Office** Claremont, California
Fundraising Caller
- Cold call over 100 Scripps College alumnae and families per 3-hour shift, raising over \$6,000/yr
 - Won Phonathon best conversationalist award 2012-2013 for building rapport with constituents from all ages and backgrounds
 - Train new callers on how to articulate need for and benefits of contributions
- May – Aug 2012 & Dec 2013 **American Eagle** Seattle, Washington
Sales Associate
- Welcomed guests and aided them in finding appropriate merchandise
 - Responded to customer inquiries about sales and merchandise
 - Sold and performed daily reporting, while providing outstanding customer service
 - Kept the store clean and organized for the benefit of the customers

OTHER RELATED EXPERIENCE & SKILLS

-
- Sept - Dec 2012 *The Children's School at Claremont McKenna College* Claremont, California
- Assisted in the care of children ages 2 to 8.
 - Interacted with students in teaching language, art, science, math, cooking, dramatic play, music and movement
- Sept 2009 – May 2011 *Ten Thousand VILLAGES, Sales Associate Volunteer* Pasadena, California
- Aided customers in finding merchandise, promoted developing world handcrafted gifts and operated register

Education

Scripps College, Claremont, CA

- Bachelor of Arts in Economics and Politics & International Relations
- Scripps Presidential Scholarship recipient
- 3.6 GPA

Expected May 2015

Experience

Global Engagement Intern, Human Rights Campaign, Washington, DC

May 2014 – August 2014

- Conducted research on global LGBT movement, particularly in Africa and Baltic states
- Contributed to more than 20 blog posts on international LGBT news and politics
- Assisted in preparation of materials for lobby visits to Capitol Hill and State Department
- Prepared all the logistics for weekly activist meetings
- Assisted in planning a reception for African leaders as part of the White House Young African Leaders Initiative
- Maintained global contact lists and updated department timeline
- Attended briefings, hearings, and other civil society-related events

Admin/Finance Intern, United Nations High Commissioner for Refugees

June 2013 – August 2013

Beijing Regional Office, China

- Provided general administrative support and assisted in office management
- Screened telephone calls and answered queries from asylum seekers and refugees
- Supported Programme Officer in collecting, registering, and maintaining information on asylum seekers
- Monitored day-to-day bank and cash accounts
- Prepared detailed cost estimates in budget analysis
- Assisted in coordinating the recruitment, assignment and separation of staff

Research Intern, Think Tank and Civil Society

May 2012 – August 2012

University of Pennsylvania, Philadelphia, PA

- Collected and analyzed data and updated TTCSP online database
- Conducted research on international peace and conflict in both individual and team manners
- Built strong teamwork skills by working and communicating with a tight-knit team of research interns
- Assisted in organizing the 2012 G20 Foreign Policy Think Tanks Summit
- Familiarized with basic administrative works

Financial Head, Scripps Entrepreneur Club, Claremont, CA

September 2013 – May 2014

- Prepared club's budget report and ensured that club activities adhered to the budget
- Recorded all expenditures and funds throughout the year
- Generated information on prospective donors and managed the online database
- Assisted in organizing fundraising events

Media Intern, PIRG Energy Service Corps, Claremont, CA

January 2012 – January 2013

- Raised awareness of energy conservation on campus and in local community through social media
- Drafted weekly emails to all interns and volunteers on campus
- Produced monthly educational videos and PowerPoint for local schools
- Updated official website
- Contacted schools and local newspapers and organized press conference
- Assisted in designing posters for campus-wide events
- Recruited and trained media volunteers

Skills

Computer: Mac OS, Microsoft Office, Microsoft Access databases, Adobe Photoshop, STATA

Language: Native Chinese speaker, Fluency in English, Intermediate written French

Other: news photography, black and white photography, documentary film-making



YVONNA L

GEOGRAPHY: Geographically Flexible, Northeast, Northern California and Bay Area

INDUSTRY: [Health/Medicine](#), [Public Health](#), [Scientific Research/Development](#),
[Start-Ups](#), [Technology](#)

EDUCATION

Scripps College, Claremont, CA 2011 – 2015
Bachelor of Arts in Biochemistry, Minor in Music

RESEARCH EXPERIENCE

Senior Thesis, **W.M. Keck Science Department**, Claremont, CA Sep 2014 – Present

- “Loss of PTEN and c-Myc activation cooperation and the Characterization of a novel DKC1 Mutation in Prostate Cancer.” Advisors: Dr. Davide Ruggero and Dr. Gretchen Edwalds-Gilbert

Amgen Scholar, **UCSF**, San Francisco, CA May 2014 – Aug 2014

- “Characterization of a novel DKC1 Mutation.” Advisors: Dr. Davide Ruggero and Dr. Mary McMahon

Research Intern, **W.M. Keck Science Department**, Claremont, CA May 2012 – Dec 2013

- “Circadian Regulation of Metabolism in *A. Thaliana*.” Advisors: Prof. Kayla Kaiser and Prof. Bryan Thines
- Received a \$4000 Fellowship for two consecutive summers

Intern, **COSMOS at UC San Diego**, Scripps Institute of Oceanography, San Diego, CA Jul 2010 – Aug 2010

- Researched the effects of solar flux on global temperatures and created a mathematical model that uses solar flux, albedo, and emissivity to calculate the average temperature of the earth.

WORK EXPERIENCE

Research Intern, **Applied Immunology**, Menlo Park, CA Aug 2013 – Jan 2014

- Helped research scientists develop immunoassays, perform cell culture, and write reports for various customers.
- Completed business management and marketing skills.

Research Intern, **BULLET Biotechnology**, Menlo Park, CA Jun 2013 – Aug 2013

- Compiled an extensive list of scientific literature surrounding potential future directions of where the company could head with their next therapeutic plans in cancer immunotherapy in B-cell lymphoma.

Clinical Care Extender, **COPE Health Solutions**, Covina, CA Aug 2012 – Nov 2013

- Completed the program of 280 hours of service in addition to 33 hours of training
- Assist nurses and doctors to accommodate patients’ and family needs; check vital signs, check heart monitors, and help patients eat
- Volunteer weekly in Emergency Department, Ortho-Surgical unit, Definitive Observatory Unit

Volunteer, **Learning Ally**, Upland, CA Jun 2012 – Aug 2012

Lifeguard, **City of Santa Clara**, CA Jun 2009 – Aug 2010

- Ensured safety of all patrons and enforced pool rules



RESEARCH TECHNIQUES

¹H-NMR, Fluorolog 3, D-Chip, made buffers, harvested seeds, performed enzymatic assays, extracted ATP from plants, and analyzed microarray data, recrystallization, liquid-liquid extraction, GC-MS, cell culture, ADCC Assay, Glucose Uptake Assay, Western Blot, qPCR, immunofluorescence, DNA transfections, bacterial culture, and DNA/RNA extractions.

SCIENCE COURSES

Physical Chemistry I, Genetics, Advanced Chemistry Lab I and II, Biochemistry, Cell Biology Molecular Biology and Physical Chemistry II (Spring 2015 courses)

PRESENTATIONS

- 2014 UCSF Summer Intern Research Symposium (July 28-30, 2014)
- 2014 Keystone Symposium Conference: F2 – Big Data in Biology (March 23-24, 2014)
- 2013 ACS Western Regional Meeting (October 3-6, 2013)
- 2013 ACS Southern California Undergraduate Research Conference (April 27, 2013)
- 54th Electronic Magnetic Resonance Conference (April 15-19, 2013)
- “Circadian Regulation of Metabolism in *A. Thaliana*.” Keck Summer Research Symposium (Sept. 2012, 2013)

ACTIVITIES AND SKILLS

- *Scripps College Environmental Club, President (2012-Present)*
- *Scripps College Emergency Medical Team (2011-Present)*
- *Red Cross Club, President, Castilleja School, Palo Alto, CA (2008-2011)*
 - Organized fundraisers for Measles Initiative and Disaster Relief, Taught Basic Aid
- *First Aid/CPR Certified*
- *Swimming: Varsity, WBAL Second League All League Award, Far Western and Junior Olympics qualifier*
- *Piano: MTAC Certificate of Merit Advanced Level, 3rd and 4th place winner of US Open Competition*

ZANDALEE S

GEOGRAPHY: Geographically Flexible, Northern California and Bay Area, Southern California

INDUSTRY: [Health/Medicine](#), [Social Services](#)

Education:

Scripps College (one of five Claremont Colleges), Claremont, CA **Expected May 2015**

- Bachelor of Arts in Feminist, Gender and Sexuality studies, Concentration in Latin America
- Honors Program Candidate
- Range of other activities including co-hosting student forum; "Sober Sex, a Forum on Alcohol, Consent, and Rape" for the five Claremont Colleges. Co-Founder of the Feminist Union.

Work Experience:

Scripps College, Spanish Tutor **August 2013-Present**

- Obtained position after thorough faculty evaluation and recommendation.

Scripps College Off-Campus Studies Office, Office Assistant **September 2013-Present**

- Facilitate overseas study opportunities, including, Africa, Asia, Europe and Latin America
- Perform general office and computer work.

Scripps College, Feminist Gender and Sexuality Studies Intern **March 2014-Present**

- Plan and assist department events, perform research and support other department activities.

Homeless Prenatal Program, San Francisco, CA **Summer 2014**

- Taught English as a second language and created lesson plans for each week.
- Assisted domestic violence case managers and participated in domestic violence support groups.
- Performed Housing Workshop presentations and guidance for housing application process.
- Provided direction to clients for access resources for housing, jobs and support services.

Sea Horse Ranch, Assistant, Half Moon Bay, CA Ranch **Seasonal 2004-2014**

- Wrangler assisting guests with preparation for riding on trails and beach, facilitating necessary documentation, including insurance and other forms. Co-workers primarily Spanish speaking.
- Camp Counselor for summer weekly riding camps for adolescents and teens.

St. Jude Children's Research Hospital, Intern, Memphis, TN **Summer 2010**

- Selected from a nationwide applicant pool to be part of a group of teen interns. ("Volunteens")
- Provided art therapy to pediatric patients in various treatment phases and their siblings.
- Interpreter for Spanish speaking patients and parents in art therapy activities.

Lucille Packard Children's Hospital, Intern, Stanford, CA **Fall, 2008 and Spring/Fall, 2010**

- Created and distributed craft kits with instruction to pediatric oncology patients in 2008.
- Read books in Spanish and English to pediatric patients in clinic waiting rooms to increase literacy and parent involvement in reading to their children in Spring/Fall, 2010.
- Received position after interview and successful completion of on-line Healthstream courses.

Camp Okizu Oncology Camp/Okizu Foundation, Jr. Counselor **Summer 2008 and 2009**

- Supervised pediatric oncology patients and survivors during weekly sleep-over camp sessions.

Giant Tortoise Breeding Center, Student Volunteer, Galapagos Archipelago, Ecuador **Summer 2009**

- Restored Tortoise habitat and provided Spanish/English interpretation for volunteers.

Language Skills:

- Spanish, written and verbal fluency
- Portuguese, written proficiency

Office Skills

- Word, Excel and PowerPoint
- Excellent Time Management, Interpersonal and Organizational Skills

INDEX OF GEOGRAPHIC PREFERENCES

FLEXIBLE

Shruti K	Sarah R	Annemieke R	Sarah O	Jinelle F	Zandalee S
Su Anne L	Heather A	Beatrice S	Vicky B	Sarah C	Alison K
Vaishali R	Inna T	Caroline M	Shaina R	Anjali G	Jenna K
Hannah L	Jasmine U	Anna S	Carolyn L	Melinda H	Elizabeth N
Yvonna L	Anna M	Sarah Hi	Danica H	Meghan G	Liza R
Alexandra W	Sara E	Robyn S	Anna H	Samantha A	Megan G

NORTHERN CALIFORNIA AND BAY AREA

Including San Francisco and Sacramento

Zandalee S	Pejing L	Elsa S	Vivienne W	Katharine S	Tracy Y
Sarah Hi	Inna T	Laiseng S	Emily G	Melinda H	Nikki C
Kathleen B	Maggie S	Sarah Ha	Claire H	Mikayla R	Sarah O
Rachel G	Yvonna L	Devika A	Moriah L	Hannah L	Jenna K
Hera R	Kaitlin M	Laura RO	Samantha AB	Carolyn F	Lucia N
Tori S	Selene H	Brytne O	Heather A	Beatrice S	Shruti K
Janine Y	Faye J	AnnE D	Teesta B	Nadine L	Emily Ha
Lauren M	Susanna F	Natalie H	Amanda J	Bonnie S	Isabel VZ
Rebecca G	Danica H	Amy C	Alexandra W	Emily R	Marjorie P
Megan G	Nikki B	Emily Ho	Vaishali R	Katharina O	Isabel E
Siri B	Christie K	Madeline H	Allison R	Mabelle B	Rachel L
Jinelle F	Anna H	Alex W	Annemieke R	Alexandra A	

INDEX OF GEOGRAPHIC PREFERENCES

SOUTHERN CALIFORNIA

Including Los Angeles, Orange County, and San Diego

Danica H	Nadine L	Alex W	Isabel VZ	Sarah R	Maggie S
Laiseng S	Caroline M	Kathleen B	Samantha AB	Christina W	Beatrice S
Mabelle B	Rose CF	Antionietta I	Teagan BR	Laura G	Su Anne L
Amanda J	Hera R	Devika A	Selene H	Tori S	Jennifer A
Samantha A	Janine Y	Rachel G	Emily R	Rachel L	AnnE D
Calyx G	Nikki B	Brytne O	Allegra B	Carolyn F	Teesta B
Sara E	Chayapa C	Simone B	Marjorie P	Vaishali R	Emily G
Alexandra W	Emily Ho	Laurel S	Christie K	Zandalee S	Moriah L
Mikayla R	Michelle N	Claire H	Tracy Y	Nikki C	Sarah O
Katherine P	Sarah C	Rebecca G	Kaitlin M	Clea H	

PACIFIC NORTHWEST

OR • WA

Vivienne W	Laiseng S	Faye J	Teagan BR	Kathleen B	Mariel D
Mikayla R	Emily Ha	Rebecca G	Meghan G	Elizabeth N	Alison K
Sarah Ha	Anna H	Isabel E	Anjali G	Samantha AB	Katharina O
Grace L	Siri B	Madeline H	Allison R	Jasmine U	Pejing L
Anna M	Heather A	Amy C	Laura G	Rose CF	Alex W
Maggie S	Natalie H				

INDEX OF GEOGRAPHIC PREFERENCES

NORTHEAST

CT • MA • ME • NH • NY • RI • VT

Alison K	Katharine S	Jenna K	Emily Ho	Susanna F	Devika A
Chayapa C	Mariel D	Natalie H	Simone B	Lauren M	Annemieke R
Emily G	Nikki B	Lucia N	Allegra B	Meghan G	Tori S
Mabelle B	Laura G	Sarah R	Yushuang S	Anna S	Isabel VZ
Clea H	Megan G	Anjali G	Christie K	Sara E	Amy C
Faye J	Anna M	Su Anne L	Elsa S	Grace L	Sarah Ha
Laurel S	Elizabeth N	Teesta B	Laura R	Yvonna L	

SOUTH ATLANTIC

FL • GA • NC • SC

Marjorie P

SOUTHWEST

AZ • NM • TX

Calyx G	Elsa S	Hannah L	Nikki C		
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MID-ATLANTIC

DC • DE • PA • MD • NH • VA

Hera R	Katherine P	Antonietta I	Lucia N	Simone B	Yushuang S
Lauren M	Grace L	Samantha A	Sarah Hi	Tracy Y	Alexandra A

MIDWEST

IA • IL • MI • MN • ND • OH • SD • WI

Jane C	Clea H	Laurel S	Katherine P		
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INDEX OF GEOGRAPHIC PREFERENCES

MOUNTAIN

CO • ID • MT • NV • UT • WY

Carrie L Madeline H Bonnie S Liza R Alexandra A Allison R

HAWAII

Brytne O Janine Y Vivienne W Pejing L Amanda J Jasmine U
Siri B Melinda H

INTERNATIONAL

Allegra B Rose CF Katharina O Shruti K Caroline M Liza R
Michelle N AnnE D Moriah L Isabel E Yushuang S Chayapa C
Rachel G Jinelle F Bonnie S Teagan BR Katie S Mariel D
Inna T Selene H Vicky B Calyx G Susanna F Anna S
Nadine L

INDEX OF INDUSTRY PREFERENCES

ARCHITECTURE/PLANNING

Mikayla R Nikki C Maggie S Carrie L

CONSULTING/MANAGEMENT

Alexandra W Hera R Faye J Sarah C Annemieke R Su Anne L
Grace L Elizabeth N Isabel VZ Selene H Vaishali R Christina W
Madeline H Kaitlin M Nikki C Anna M Inna T Yushuang S
Antonietta I Samantha A Liza R Sarah Hi

CONSUMER PRODUCTS / RETAIL

Chayapa C Vaishali R Isabel VZ

EDUCATION: GENERAL

Beatrice S Heather A Calyx G Katherine P Emily Ho Nikki C
Janine Y Antonietta I Kaitlin M Allison R Katharina O Rose CF
Anna H Danica H Laiseng S Grace L Pejing L Sara E
Devika A Jinelle F Melinda H

EDUCATION: TEACHING

Allison R Heather A Janine Y Emily Ha Michelle N Sarah O
Pejing L Susanna F Teesta B

ENGINEERING

Elsa S Su Anne L Anna H Amanda J

INDEX OF INDUSTRY PREFERENCES

ENTERTAINMENT (FILM, TV, RADIO)

Caroline M	Calyx G	Christina W	Liza R	Chayapa C	Marjorie P
Vivienne W	Emily G	Alexandra W	Allegra B	Laurel S	Rachel L
Anjali G	Nikki B	Rachel G	Samantha AB	Teagan BR	Siri B
Laura G					

ENVIRONMENT/SUSTAINABILITY

Isabel VZ	Heather A	Laiseng S	Anna M	Moriah L	Carrie L
Allison R	Kaitlin M	Alison K	Marjorie P	Amanda J	Nadine L
Maggie S	Lauren M	Brytne O	Nikki C	Su Anne L	Annemieke R

EVENT PLANNING

Emily Ho	Allegra B	Emily R	Carrie L	Teesta B	Antionietta I
Laiseng S	Brytne O	Calyx G	Simone B	Chayapa C	Tori S
Meghan G	Amy C	Madeline H	Siri B	Vivienne W	

FINANCE / BANKING

Christie K	Kaitlin M	Melinda H	Tori S	Yushuang S	Sarah C
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FUNDRAISING / DEVELOPMENT

Amy C	Claire H	Samantha A	Alexandra A	Meghan G	Grace L
Rebecca G	Sarah R	Vivienne W	Sara E	Anna S	

INDEX OF INDUSTRY PREFERENCES

GOVERNMENT / PUBLIC POLICY

Grace L	Laiseng S	Emily Ha	Annemieke R	Lauren M	Sarah Hi
Katherine P	Alison K	Yushuang S	Sara E	Simone B	Vicky B
Lucia N	Hera R	Nikki B	Tracy Y	Alexandra A	

HEALTH / MEDICINE

Heather A	Faye J	Moriah L	Jennifer A	Katharina O	Alex W
Jenna K	Antionietta I	Zandalee S	Anna M	Elizabeth N	Jinelle F
Laura R	Inna T	Sarah O	Su Anne L	Sarah R	Kathleen B
Sarah Ha	Teagan BR	Isabel E	Yvonna L	Clea H	

HUMAN RESOURCES / RECRUITING

AnnE D	Rebecca G	Tori S	Janine Y	Rose CF	Emily Ho
Pejing L	Vicky B	Bonnie S	Laura RO	Carrie L	Jinelle F
Emily R	Calyx G	Grace L	Emily Ha	Vivienne W	Devika A
Carolyn L					

INTERNATIONAL RELATIONS

Danica H	Jasmine U	Katharina O	Alexandra A	Laiseng S	Simone B
Hera R	Devika A	Nadine L	Sara E	Teesta B	Yushuang S
Mariel D	Vicky B				

INVESTMENT/FINANCE

Natalie H	Carolyn F	Liza R
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INDEX OF INDUSTRY PREFERENCES

JOURNALISM

Beatrice S	Clea H	Emily G	Christie K	Laura G	Caroline M
Laurel S	Sarah Ha	Lauren M	Nikki B	Rachel G	Katharine S

LANGUAGE / CULTURE

Jasmine U	Emily Ha	Heather A	Jinelle F	Katharina O	Michelle N
Katie S	Danica H	Mariel D	Rose CF	Lucia N	

LAW

Christie K	Devika A	Lauren M	Samantha A	Lucia N	Calyx G
Katherine P	Anna S	Hera R	Sarah Hi	Tracy Y	Alexandra A
Megan G	Teesta B	Janine Y	Lucia N		

MARKETING / ADVERTISING

Beatrice S	Alexandra W	Caroline M	Anjali G	Madeline H	Carolyn F
Jane C	Vaishali R	Emily Ho	Jasmine U	Carolyn L	Meghan G
Laura RO	Rachel G	Alison K	Christie K	Inna T	Nikki B
Natalie H	Allegra B	Megan G	Laurel S	Emily R	Selene H
Carrie L	Rebecca G	Chayapa C	Teagan BR	Shaina R	Amy C
Nadine L					

MUSEUM WORK

Bonnie S	Katie S	Pejing L	Jasmine U	Shaina R	Siri B
Jane C	Meghan G	Anna S	Rose CF	Mikayla R	Susanna F
Katharine S					

INDEX OF INDUSTRY PREFERENCES

PERFORMING ARTS

Allegra B Michelle N Siri B Sarah Hi Emily G Christina W

PUBLIC HEALTH

Katharina O Allison R Sarah Ha Yvonna L Kathleen B Anna M

Moriah L Jennifer A Sarah R Inna T Sarah O Jenna K

Isabel E Lucia N Alex W

PUBLIC RELATIONS

Meghan G Rachel G Emily R Devika A Hera R Jenna K

Rebecca G Emily Ho Alexandra A Jane C Moriah L Anjali G

Selene H Allegra B Jasmine U Beatrice S Natalie H Teesta B

Vicky B Nadine L

PUBLISHING / EDITING

Clea H Megan G Sarah Ha Caroline M Susanna F Emily G

Jane C Amy C Beatrice S Jenna K Teagan BR Alexandra W

Anjali G Nikki B Rachel G

SALES

Amy C Emily R Anna H Vaishali R Brytne O Kathleen B

SCIENTIFIC RESEARCH / DEVELOPMENT

Annemieke R Faye J Melinda H Anna H Kathleen B Pejning L

Carolyn L Amanda J Sarah O Su Anne L Shruti K Laura G

Elizabeth N Anna M Mabelle B Sarah R Yvonna L Sarah Ha

Moria L Marjorie P Isabel E Brytne O Robyn S Jennifer A

INDEX OF INDUSTRY PREFERENCES

SOCIAL SERVICES

Christina W	Lucia N	Janine Y	Sarah R	Sara E	Shruti K
Emily Ha	Sarah Hi	Zandalee S	Alex W	Clea H	Annemieke R
Nikki C	Allison R				

SPORTS / RECREATION

Lauren M	Rebecca G
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START-UPS

Carolyn F	Isabel VZ	Jenna K	Clea H	Marjorie P	Amanda J
Hannah L	AnnE D	Liza R	Selene H	Natalie H	Megan G
Laura G	Bonnie S	Shruti K	Vivienne W	Yushuang S	Susanna F
Samantha AB	Kaitlin M	Tori S	Christie K	Yvonna L	Vaishali R
Laurel S					

TECHNOLOGY

Liza R	Melinda H	Rose CF	Marjorie P	AnnE D	Samantha AB
Kathleen B	Brytne O	Amanda J	Megan G	Isabel VZ	Hannah L
Mariel D	Natalie H	Tori S	Carolyn F	Selene H	Yvonna L

TRAVEL / HOSPITALITY

Jinelle F	Bonnie S	Siri B	Michelle N	Vicky B
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VISUAL ARTS / DESIGN

Anjali G	Emily G	Mabelle B	Jane C	Caroline M	Rachel L
Chayapa C	Alexandra W	Madeline H	Teagan BR	Susanna F	Michelle N
Laura G	Samantha AB	Christina W	Shaina R	Maggie S	Antonietta I

Claremont

C • **O** • **N** • **N** • **E** • **C** • **T**

jobs - internships - events

