

Contact

Skills

- Community organizing
- Community development
- Copywriting
- Social Media Management
- Microsoft Office
- Digital Organizing
- VAN-Votebuilder
- Event Planning
- Crowdfunding
- Grant Writing
- Project Management
- Group Facilitation
- Data Entry
- Public Speaking
- Letter Writing
- Curriculum Writing
- Programmatic Development

Education

2017

Associate of Arts Degree

Kalamazoo Valley Community College, Kalamazoo, MI

2012

High School Diploma

Adlai E. Stevenson High School, Lincolnshire, IL

2020

Paraprofessional Certification

Chicago Board Of Education

Experience

January 9th, 2023-present

Lead Headstart Teacher|Step by Step Daycare

- Managed two aids within the classroom
- Curriculum writing and implementation of lesson plans
- Supervise and observe 13+ students
- Worked collaboratively with other lead teachers to have cohesive Pre-K programming
- Maintained parent teacher relationships and communication
- Performed social emotional observations for each student
- Planned and implemented months of lesson plans
- Successfully completed 20+ hours of early childhood gateway's credentials
- Followed creative curriculum
- Worked with youth and family advocates from the YWCA

May 9th, 2022-December 23rd, 2022

District Outreach Director |State Senator Adriane Johnson

- Served as the first point of contact for district office including greeting constituents and fielding incoming calls
- Developed and maintained strategic relationships with key stakeholders at the federal, state and local level
- Worked closely with the State Senator and Chief of Staff to develop strategic direction for the district outreach efforts, including strategic planning
- Planned, organized, developed over 50 community events
- Developed budgeting and reporting for all special programs and events
- Carried out administrative duties
- Managed 10+ interns
- Attended meetings with and on behalf of the State Senator
- Assisted in researching and tracking legislative issues
- Assisted with casework

March 12, 2021- May 15, 2022

Lake County Outreach Coordinator| Faith in Place

- Connected clergy, green team leaders, and members of the faith community
- Promoted and implemented Faith in Place's programs
- Created curriculum for STEAM Youth programming
- Maintained relationships with houses of worship and leaders
- Assisted on environmental policy
- Managed youth programming

September 1st, 2020-November 13th, 2020

Field Organizer | Lauren Underwood for Congress

- *Lauren Underwood Congressional Campaign*
- Worked collaboratively with ROD and regional team to meet district wide incentives
- Recruited/managed 20-35 volunteers
- Lead virtual trainings for volunteers
- Met GOTV metrics, and voter contact goals