



## EDUCATION

**Professional Grant Writing Certificate | San Diego State University, CES**

MAY 2019 – AUGUST 2019

**BA Philosophy, Nonprofit Professional Certificate | Arizona State University**

DECEMBER 2020

4.00 GPA, Dean's List, also pursuing a Certificate in Ethics and minor in Nonprofit Leadership & Management through the ASU Lodestar Center for Philanthropy and Nonprofit Innovation



## EXPERIENCE

**Mindfulness Instructor & Consultant | Mindfulness First**

JANUARY 2021 - PRESENT

- Led two online cohorts of Teaching Mindfulness I: Foundations for Mindful Educators
- Created and facilitated Professional Development sessions
- Helped revise and clarify organizational values
- Assisted in grant-writing activities including budgeting and program design
- Consulted in development of new corporate mindfulness programming

**Writing Tutor | ASU, School of Philosophical, Historical, and Religious Studies**

AUGUST 2020- DECEMBER 2020

- Provided one-on-one assistance in the research, development, and revision of academic papers for students enrolled in Philosophy, History, or Religious Studies courses at ASU

**Mindfulness Instructor & Intern | Mindfulness First**

MAY 2019 – DEC 2019; MAY 2020 – AUGUST 2020

- Contributed to development of fundraising calendar and fundraising priorities/strategy
- Contributed to development of new volunteer program including expectations, intake, orientation, training, and stewardship
- Wrote grant to bring Mindfulness-Based Social-Emotional learning to low-vision & low-hearing children in Arizona
- Received training to teach Mindfulness-Based Social-Emotional learning and taught four elementary school classrooms at Madison Simis Elementary School in Fall 2019

**Director of Development | Nonprofit Leadership Alliance Student Association**

JUNE 2019 – MAY 2020

- Served as chairperson and led thirteen students through a successful \$25,000 fundraising campaign (using Salesforce) to attend a national Nonprofit Leadership Alliance conference



## SKILLS

- Microsoft Office (Access, Excel, Word)
- Excellent Verbal & Written Communication
- Mindfulness/Meditation
- Salesforce
- Grant Writing
- Public Speaking