

## EDUCATION

---

Northwestern University, Evanston, IL

June 2015

Master of Science in Higher Education Administration and Policy

Master's Research Project: "What on-the-job experiences at a college union relate most strongly with undergraduate learning outcomes?"

University of Virginia, Charlottesville, VA

June 2012

Bachelor of Science in Psychology

Magna Cum Laude

## CAREER SERVICES EXPERIENCE

---

University Career Services, Northwestern University

August 2014 - Present

Career Counseling Intern

- Conduct internship advising to undergraduate students and attended internship unit meetings to discuss trends and development
- Provide individual career counseling services for students, including major/minor decision-making guidance, assessment administration and interpretation, and job search consultation
- Develop an 'International Alumni Panel' event with International Student Association members: composed invitations, coordinated with NU's Alumni and the International Office, directed the marketing efforts, and moderated the discussion between panelists and over 50 attendees
- Analyzed and critiqued student resumes and cover letters, interpret Myers-Briggs and Interest Inventory assessments, administer values and majors card sort activity on a weekly basis

Alumni Sharing Knowledge Program, University of Virginia

July 2012 - Present

Alumni Career Mentor

- Offer career development guidance to undergraduate students, graduate students and alumni: mock interviews, resume critique, networking advice, and academic planning
- Participated in an academic and professional panel discussion for low-income and first-generation students (TRIO Student Support Services)
- Selected to feature professional profile in the Career Center's online newsletter for April 2013

## STUDENT AFFAIRS EXPERIENCE

---

University of Virginia Alumni Relations Association, Charlottesville, VA

April 2010 - June 2012

Graduate Assistant

- Strategized and liaised daily with an Advancement Team consisting of the Dean, development officers, and communications team in order to support the academic mission of the University
- Increased outreach and recruitment of alumni volunteers from the 100,000 alumni through targeted outreach with campus partners, LinkedIn, development officers, and a customer relationship management database
- Built partnerships with identified alumni to increase career mentorship, internship, and networking opportunities for students