

# Flor Vega-Castillo

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## EDUCATION

<b>Master of Public Administration (GPA: 4.0)</b> Montana State University - Bozeman	August 2022 – May 2025 Montana, United States
<b>Master of Science in Public Relations (GPA: 3.97)</b> Montana State University Billings	January 2021 – August 2022 Montana, United States
<b>Bachelor in Communication Sciences (summa cum laude)</b> Cesar Vallejo University	March 2012 – December 2016 Lima, Peru

## WORK EXPERIENCE

<b>Graduate Recruitment and Admissions Assistant</b> Montana State University – The Graduate School Department	<b>August 2022 – May 2025</b> Bozeman, MT
<ul style="list-style-type: none"><li>Organized and hosted the Graduate School's signature annual events for prospective and current students.</li><li>Advanced recruitment initiatives and attended fairs and efforts across on-campus and off-campus fairs to increase our community outreach.</li><li>Developed graphic designs used on promotional materials, event flyers, posters, postcards, and stickers, among others, for digital and physical outlets as well as social media videos.</li><li>Interviewed current graduate students for the creation of new student success story entries.</li><li>Revitalized current email templates for email communication campaigns and created new templates for the same purpose.</li></ul>	
<b>Graduate Internship</b> Family Outreach	<b>May 2024 – August 2024</b> Bozeman, MT
<ul style="list-style-type: none"><li>Developed new strategies for community outreach (awareness) and partners/donors (engagement).</li><li>Promoted venues of collaboration among other non-profit organizations by finding common ground across the mission statements.</li><li>Advanced ways to engage current partners and donors, including creating a monthly newsletter and developing reels for social media and the website.</li></ul>	
<b>Graduate Writing Assistant</b> Montana State University Billings – Academic Support Center	<b>January 2021 – May 2022</b> Billings, MT
<ul style="list-style-type: none"><li>Generated a communications plan, which included monthly expected goals and outcomes.</li><li>Facilitated collaborative work and good working relations with on-campus partners.</li><li>Managed social media accounts and created content.</li><li>Produced and edited institutional videos and wrote news articles.</li></ul>	

<b>President and Co-founder</b>	<b>March 2021 – July 2023</b>
Cuenta Conmigo – Peruvian non-profit organization	Online
<ul style="list-style-type: none"> <li>• Formalized institutional cooperation agreements with other nonprofit organizations, schools, and student organizations.</li> <li>• Facilitated the creation of all materials used in the workshops as well as performed as a speaker for such events for Peruvian teenagers aged 14-17.</li> <li>• Promoted all social media and local press activities and served as a spokesperson in interviews.</li> </ul>	
<b>Communications Analyst</b>	<b>August 2017 – October 2020</b>
Telecommunications Research and Training National Institute	Lima, Peru
<ul style="list-style-type: none"> <li>• Integrated a communications plan and internal policies for the media usage of the Telecommunications Research and Training National Institute (INICTEL-UNI).</li> <li>• Oversaw the institutional media coverage of the institute's activities, especially those executed by the research groups.</li> <li>• Traveled to different regions as a media representative for a science popularization project with a main component of education, communication, and technology.</li> <li>• Served as an English and Spanish interpreter during international cooperation meetings.</li> <li>• Elaborated a catalog with key information about all INICTEL-UNI's research groups and training and development efforts for our Public Relations and Affairs office.</li> </ul>	

### **SELECTED HOSTED EVENTS:**

- **MSU Graduate Fair – The Graduate School at Montana State University (2024)**

I organized, advertised, and hosted this MSU Graduate School flagship event. In addition to the two days of virtual sessions dedicated to international applicants (three per day) and one virtual session for U.S.-based applicants, we also hosted an in-person fair, with MSU departments and five other universities.

- **MSU Junior/Senior Info Session – The Graduate School at Montana State University (2024)**

I planned and hosted this Graduate School event which takes place twice a year. This in-person event is for MSU undergraduate students to learn about the application process, obtain tips on being a successful candidate, and get answers about funding and related topics.

- **Speed Networking event – First-Generation Students Association (2023)**

I spearheaded this event for MSU's first-gen students, creating a space for them to share their career goals and aspirations with staff, faculty, and administrators. The event successfully garnered meaningful participation and fostered valuable partnerships.

- **Independence Fiesta – First-Generation Students Association (2023)**

I promoted this vibrant celebration of Latin American culture, uniting the communities of Bozeman, Belgrade, and Big Sky. Through this initiative, I enhanced our collective community-building skills while highlighting the richness of cultural exchange.

- **Building Bridges – United Nations Association Bozeman chapter (2023)**

As an UNA-USA Bozeman chapter officer, I demonstrated the significance of multiculturalism and belonging during this two-day event, co-hosted by the Office of International Programs.