

Gabrielle Towson

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EDUCATION

University of Pittsburgh, Pittsburgh, PA

September 2016 -

- Bachelor of Arts & Sciences
- Major: Urban Studies & Communication
- Minor: Public Service
- Expected Graduation Date: May 2019

EXPERIENCE

University of Pittsburgh Center for Community & Governmental Relations (CGR), Pittsburgh PA - *Homewood Community Assistant Program*

September 2017 -

- Works with the Afro American Music Institute (AAMI) as a media and marketing intern.
- Responsible for researching potential programming connections.
- Manages new and pre-existing donor databases.
- Maintains the media correspondence email account.

Hillary Clinton for America, Des Moines Iowa - *Campaign Volunteer*

January 2016

- Volunteered for Hillary Clinton's 2016 Presidential Campaign.
- Conducted telephone and in-person canvassing
- Distributed campaign buttons and various promotional materials.

Smithsonian Center for Folklife and Cultural Heritage, Washington DC - *Mentorship Program for a More Diverse Workplace*

January 2016 - July 2016

- Assisted curatorial staff with development of annual Smithsonian Folklife festival.
- Managed volunteer schedules throughout the Festival.

SKILLS

Proficient in Microsoft Word, Excel, Powerpoint

Exceptional listener and communicator.

Innovative problem-solver who can generate effective solutions.

Congresswoman Eleanor Holmes Norton's Office, Washington DC— *Congressional Intern*

June 2015 - August 2015

- Served as a congressional intern for Congresswoman Eleanor Holmes Norton.
- Assisted with a wide array of administrative tasks like writing correspondence, handling mail, and answering phone calls.

African American Civil War Museum, Washington, DC— *Records Intern*

September 2014 - June 2015.

- Served as a research assistant under the direction of Chief Museum Operations Manager Edwin Gassaway.

CAMPUS ACTIVITIES

Students Consulting for Nonprofit Organizations (SCNO), University of Pittsburgh -

September 2017 -

- Serves on a project team responsible for the development of a standards directive for the Homewood Community Center.

Service Leadership Committee, University of Pittsburgh -

September 2016 - June 2017

- Responsible for planning one student community service trip a semester.
- Assisted with volunteer programs at neighborhood High Schools once a week.
- Served on a student outreach committee and assisted with promoting PittServes programs.

VOLUNTEER PROJECTS

TOMODACHI US-Japan Youth Exchange

July 2014 - June 2015

- Volunteered in areas affected by the 2011 Tohoku earthquake.
- Worked with the TOMODACHI program to curate an exhibit for the Sumner School in Washington D.C. on the 2011 Tohoku earthquake and tsunami.