

# GABRIELLA BEAUMONT-SMITH

◆ C: (860) 208-8775 ◆ gabriellabeaumontsmith@gmail.com

## PROFESSIONAL SUMMARY

An ambitious young professional with a global and cultural perspective. I thrive in collaborative and competitive environments. It is my passion to acquire knowledge and skill. I value creativity and integrity and am relentless in pursuing my goals.

## EDUCATION

**Bachelor of Science:** Economics, Current

**University of Connecticut** - Storrs, CT

- Dean's List Fall 2013
- Started freshmen year taking the advanced Economics class
- Was personally sought out through one of my Teaching Assistants by the Director of Center for Mental Health Services to teach a class about Emotional Intelligence
- Representative for the Real Estate Society through which I made a connection with an alumn at Goldman Sachs, New York by impressing him with my acceptance at a high school program I entered for at their London office

**International Baccalaureate Diploma:** HL English, HL Spanish, HL Economics, HL History, SL Environmental Systems, Studies Mathematics, May 2012

**Gresham's School** - Holt, United Kingdom

- Top 3% of my class earning 37 points in the International Baccalaureate Diploma
- Took four Higher Level subjects and wrote my Extended Essay in Psychology; a subject I was not studying
- Awarded the Care and Initiative prize for Community Service
- Acted as a School Prefect due to excellence and proving a good role model

## WORK HISTORY

**Event Manager**, 11/2014 to Current

**University of Connecticut, Student Union Event Services** – Storrs, CT

- Oversee a variety of events held at the Student Union theatre, Ballroom and meeting rooms
- Manage events for high profile clients, including Shirin Ebadi
- Communicate with the building manager, AV techs, setup crew and maintenance to accommodate the customer to the best of my ability
- Write reports for the Directors of Event Services and the Student Union to highlight issues and improvements for the future
- Ensure that all Student Union policies are enforce and promptly correct any violations that take place during events

**Summer Conference Housing Assistant**, 05/2014 to 08/2015

**University of Connecticut Housing Services** – Storrs, CT

- Checked in and out guests coming to the university for conferences using Conference Programmer software
- Checked in all early arrival students using The Housing Director software
- Responsible for room changes
- Interacted and aid guests with any problems to ensure customer satisfaction
- Searched buildings for security hazards
- Worked effectively in a team
- Created bulletin boards and door tags appropriate for conference guests
- Worked overnight shifts in case of guest lockouts and late arrivals/departures
- Responsible for master keys and office security

**Facilitator of Emotionally Intelligent Workshop**, 02/2015 to 05/2015

**University of Connecticut, Leadership Office** – Storrs, CT

- Educated participants in the consciousness of self, consciousness of others, and consciousness of context according to the Emotionally Intelligent Leadership theory
- Encouraged critical thinking about studied topics and challenged existing preconceptions
- Formulated exercises relevant to topics

**Event Coordinator for S.H.A.P.E.**, 05/2014 to 05/2015

**University of Connecticut** – Storrs, CT

- Curated the annual art show highlighting male body image disorders and achieved front page news
- Worked with fellow members on the Executive Board to plan appropriate and beneficial events
- Discussed with members about which events steered toward their interest
- Coordinated with speakers and departments to organize such events to take place

**Teaching Assistant**, 03/2014 to 05/2015

**First Year Programs and Learning Communities** – Storrs, CT

- Educated mentors on the skills needed to facilitate a freshman class
- Prepared the mentors for the classes they will teach
- Attended a weekly class to evaluate my own growth in facilitation
- Formulated weekly discussions and workshops for mentors
- Created homework and grade assignments/presentations of mentors to evaluate their skills and growth

**Teaching Assistant to the Director of Counseling and Mental Health Services**, 01/2014 to 05/2014

**First Year Programs** – University of Connecticut, Storrs, CT

- Responsible for recording attendance
- Observed participation
- Organized journals and assist in grading
- Taught a class in Social Connections and Loneliness
- Served as student confidant and aid for class objectives
- Managed the blackboard system for the class

**Mentor for the International Section**, 08/2013 to 12/2013

**First Year Programs and Learning Communities** – Storrs, CT

- Co-taught a weekly class of sixteen international freshman students for a semester with a faculty member to help the transition phase from high school
- Presented topics and led discussions relevant to first year students with specific emphasis on cultural difference
- Taught a 50 minute class about culture shock and provided resources of support
- Served as a role model and informant of resources around campus

## SKILLS

- Advanced knowledge of Microsoft Office
- Intermediate Spanish reading and writing
- Strong organization
- Meticulous
- Trained Body Project facilitator
- Excellent communication skills
- Excellent attention to detail
- Certified in First Aid
- Certified in QPR
- Certified in Emotionally Intelligent Leadership