

Kaylee Swenson

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Summary

Early career professional experienced in analyzing, summarizing, and presenting complex information to a wide audience. Leadership roles have led to exemplary communication skills and experience in planning and executing social and educational events. MA in political science, with a focus on NASA and the American space industry, public opinion, and American bureaucracy. Recently completed an internship with the FAA, looking to begin a career in service of my community.

Education

- MA, Political Science, *University of Missouri* December 2024
- Coursework included methodology related to data management, discussion sections relating to government entities and actions, and professionalization courses. Completed five years of the political science Ph.D. program.
- MA, American Studies, *Northeastern State University, Oklahoma* August 2018
- Coursework included a course on American political behavior, as well as two sections of constitutional law. Completed the Introductory Leadership Certificate through Northeastern State University.
- BA, *magna cum laude*, Visual Communication, *Northeastern State University, Oklahoma* May 2016
- Included coursework centering around verbal, written, and visual forms of communication. Common assignments included writing articles for newspapers, developing ads and websites for local businesses, and presenting speeches.

Work Experience

Federal Aviation Administration

Remote

Supervisor: Matthew Ash (matthew.ash@faa.gov, 202-431-5058)

- Minority Serving Institutions (MSI) Intern (40 hours per week) June 2024-August 2024
Intern for Corporate Communications, responsible for the creation and maintenance of public-facing FAA content on Drupal.
Completed other tasks as requested.

University of Missouri

Columbia, Missouri

Supervisor: Dr. James Endersby (endersby@missouri.edu, 573-882-4238)

- Teaching Assistant/Graduate Instructor (20 hours per week) Fall 2019 – May 2024
Assistant to the professor for undergraduate-level courses, handling communication with students, grading, and administrative tasks such as fielding exams. For one semester served as the instructor of record for Judicial Politics.
- Research Assistant (10 hours per week) Summer 2022
Assistant to professors regarding their research, with tasks including data collection and management, summarizing previous research, and book indexing. Summer 2020
Summer 2019
- Archival Research (Single day) September 2020
Locating/replicating original documents found in the archives of the State Historical Society of Missouri for Dr. Rod Kiewiet (CalTech)

Zoe Institute

Tahlequah, Oklahoma

Supervisor: Ed Blanchard (edb@zoeinstitute.com, 918-557-3162)

- Day Center Intern (20 hours per week) Summer 2018
Intern at the Day Center, a center for community members experiencing homelessness to receive aid and services. Primary tasks included data management, in addition to assisting with meals and cleaning.

Northeastern State University

Tahlequah, Oklahoma

Supervisor: Whitney Arbaugh (rolph@nsuok.edu, 918-864-0450)

- o University Housing Resident Assistant/Student Hall Director (20 hours per week)

Fall 2014-Summer 2018

Emergency response, administrative tasks, and the planning and execution of community programs for the residence halls. Experience leading a staff of up to eight.

Invited Talks

“Pathways to STEM Careers,” a presentation given to the Rock Bridge High School

Fall 2023

AVID seniors in which we discussed how to get into STEM careers.

“Space Warfare,” an introduction to the modern space arms race, presented to Political

Spring 2023

Science 4412: Strategy and Warfare. *University of Missouri*

“Chinese Space Policy,” an introduction to China’s space industry, presented to

Spring 2023

Political Science 4680: Chinese Politics and Foreign Policy. *University of Missouri*

“Mission to Mars: Manipulating Public Opinion,” a research presentation on the efforts

Summer 2022

of private space industry CEOs to manipulate public opinion, through the utilization of social media. Presented to the *Summer Workshop on Teaching Space (SWOTS)* in Montgomery, AL.

Awards & Certificates

- o Graduate Assistantship, *Truman School of Government and Public Affairs*

2019-Present

- o Gus T. Ridgel Fellowship, *University of Missouri*

2019-Present

- o Public Engagement Certificate, *University of Missouri*

Ongoing

- o Online Teaching Certification, *University of Missouri*

Spring 2023

- o Introductory Leadership Certificate, *Northeastern State University*

Spring 2017

Service

Coordinating Assistant, APSA Peer-to-Peer Pedagogical Conference, *Columbia, MO*

August 2022

President, Graduate Association of Political Scientists, *University of Missouri*

2021-2022

Secretary, Graduate Association of Political Scientists, *University of Missouri*

2020-2021

References

Below you will find contact information for professional references, namely supervisors from previous work appointments.

Name	Employer	Title	Email
Matthew Ash	Federal Aviation Administration (FAA)	Program Manager, Corporate Communications	Matthew.ash@faa.gov
Dr. James Endersby	University of Missouri	Professor	Endersby@missouri.edu
Whitney Arbaugh	Northeastern State University	Director of Housing & Residence Life	Rolph@nsuok.edu