OBJECTIVE:

To gain more experience in a government office.

SUMMARY OF QUALIFICATIONS

* Great communication skills
* Community organizing experience
* Office management skills
* Multi-lingual
* Can multi-task under pressure
* Flexible
* Project management skills
* Can perform under pressure
* Experience working with diverse communities

## Work of experience

**June 2010 - August 2010** Oregon Bus Project Portland, OR

*Politicorps Fellow*

* Field Organizing
* Campaign Planning for Basic Rights Oregon
* Canvassing/ Phone banking
* Volunteer recruitment/ organizing

Reason for leaving: Summer fellowship only

**Sept 2010 - Nov 2010** Secretary of State Elections Division Salem, OR

*Help America Vote Act Intern*

* Voter outreach and engagement
* Provide logistical support for events
* Manage social media sites such as YouTube page

Reason for leaving: Paid though the election

**Feb 2011 – July 2011** Senate Majority Office Salem, OR

*Office Assistant*

* Provide daily legislative reports to democratic senators
* Provide research upon request for policy staff
* Update office documents on press releases
* Greeting visitors to the office and answering phone calls

Reason for leaving: End of legislative assembly.

**Feb 2012 - March 2012** Senator Betsy Johnson’s Office Salem, OR

*Temporary Legislative Aide – Short session*

* Know legislative process
* Greeting visitors to the office and answering phone calls
* Attend meetings
* Track legislation

Reason for leaving: End of legislative assembly.

**June 2012 – December 2012** United Church of Christ

*Our Faith Our Vote Field Intern*

* Get Out the Vote
* Work with local churches to get them civically engaged
* Give lectures on various political topics and lead discussion
* Work with community organizers and activists

Reason for leaving: End of contract and did not ask for rehire.

**Sept 2012 – January 2013** Willamette University Salem, OR

*Office Coordinator at the Office of Equity and Empowerment*

* Create events and projects for students of diverse backgrounds
* Create an open and inviting space
* Help student groups plan projects
* Attract individuals and groups to the center
* Organize and empower students of diverse backgrounds and abilities

Reason for leaving: Insufficient hours and schedule conflict

**Feb 2013 – May 2013** Senator Chip Shields’ Office Salem, OR

*Temporary Legislative Aide – Short session*

* Drafting responses to constituent letters and inquires
* Taking meeting notes
* Representing the senator in meetings he cannot attend
* Track legislation

education

**Sept 09 – May 2013** Willamette University Salem, OR

*Prospective Major: Political Science*

* Merit Award Scholarship
* Valerie Russell Scholarship

Other Roles and Titles

**Sept 2009- June 2013** Willamette University Salem, OR

*Model United Nations Student President and Teacher*

***Sept 2011- Now*** *Central Pacific Conference UCC* Portland, OR

###### Member on the Justice and Witness Commission

**Sept 2012- Now** Board of Directors, Center for Intercultural Organizing Portland, OR

# Board Member at Center for Intercultural Organizing

LANGUAGES

### Umbundu, German, Conversational Portuguese, Some Russian

**References:**

**Kate Brown** (Professional)

*Oregon Secretary of State*

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**Betsy Johnson** (Professional)

*Oregon State Senator*

(503) 986-1716

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**Kayse Jama** (Personal)

*Executive Director of CIO*

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[kayse@interculturalorganizing.org](mailto:kayse@interculturalorganizing.org)

#### Carol Suzuki (Personal)

##### Operations Director Senate Majority Office

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