Charlotte MacMillan

ckmacmil@calpoly.edu   (916)307-0368

Objective

Find employment in the Sacramento area or remotely.

Education

Bachelor and Master of Science in Mathematics Cal Poly, San Luis Obispo, CA. December 2026 (expected).

Work Experience

Library Research Assistant Technician Kennedy Library, Cal Poly, San Luis Obispo, CA. January 2022 - Present.

Responsible for finding resources for library patrons' research and teaching research workshops to undergraduate students. Also developed a thorough understanding of research databases.

Math Tutor Self Employed. February 2019 - January 2023.

Assessed client strengths and weaknesses in mathematics. Planned and delivered lessons tailored to middle and high school clients.

Light Designer for *Bye Bye Birdie* The Woodland Opera House, Woodland, CA. May - July 2022.

Created a design fitting the themes of the show in accordance to conversations with the director. Utilized the ETC Element lighting system to input and edit cues.

Grant Writer for Classroom Resources Grant Andrew Lloyd Webber Initiative through The American Theatre Wing. June - September 2019.

Wrote and edited a $40,000 grant to improve the lights at my high school's theater; Developed and presented a proposal to school site council requesting at least $2,000 in funding contingent upon receiving the grant. Collaborated with Sacramento Theatrical Lighting to establish lighting needs and an estimate. Communicated extensively to ensure timeliness and clarity with all parties involved.

Academic Organizations

Simple Group Seminar Cal Poly, San Luis Obispo, CA. Semptember 2021 - Present.

Weekly math discussion group focussed largely on pure math and targeted at undergraduate students.

Scholarships

Phil Bailey Scholarship 4-year, STEM-based academic scholarship

Cal Poly Scholars Award 4-year academic scholarship

Languages and Technical Skills

- California State Seal of Biliteracy in Spanish
- LaTeX typesetting
- Beginner Mathematica (anticipated course, Spring 2023)
- Beginner Python