

CHRISTINE BORA LEE

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EDUCATION

Stanford University, Graduate School of Education

M.A. Policy, Organization, Leadership Studies | 2017-present

University of California, San Diego (UCSD)

B.A. Psychology; International Studies Minor | Provost Honors | 2008-2012

Yonsei University, Seoul, South Korea | Education Abroad Program | Fall 2009

PROFESSIONAL EXPERIENCE

Leadership Programs Coordinator, Student Activities and Leadership Office, Stanford, CA

Sept. 2017-present

- Launched the Leadership 'n Lunch program for the 2017-18 academic school year where leaders affiliated with Stanford University meet with student leaders in an intimate, one-hour setting to discuss leadership journeys across disciplines.
- Ideated design features of a new leadership website to centralize leadership courses, content, and opportunities on-campus.
- Executed the initial planning and application phase of the selective, cohort-based leadership development program known as the Leadership Fellows program.

Global Hospitality Coordinator, Intrax Inc., San Francisco, CA

Jun 2016-Jul 2017

- Strategized a new workflow and business model for the Hospitality Abroad program with various department directors.
- Created a theoretical sales pipeline and translated its metaphysical elements into definitions and functions on Salesforce.
- Managed communications and mediated conflicts of interest between international partners, domestic businesses, student participants, and the U.S. Department of State.
- Traveled overseas on an international tour throughout Southeast Asia to host premium clients and meet with students at recruiting fairs across various hospitality management universities.

Operations Support, Intrax Inc., San Francisco, CA

Feb-Jun 2016

- Oversaw proper vetting protocol for over 8,000 J-1 Visa participants in ordinance with the U.S. Department of State regulations for the J-1 International Cultural Exchange Program.
- Processed legal documents of J-1 exchange visitors, including university letters, job placement agreements, business licenses, workers compensation policies, and participant eligibility forms.
- Collaborated with operations and field support teams to manage support of over 8000 participants per year.

Community Organizer, Health Sector, U.S. Peace Corps, Dang, Nepal

Sept 2013-Nov 2015

- Developed multiple programs to increase gender equity, catalyze small business development, and promote the adoption of sanitation and nutrition practices for a severely penurious community of over 500 people in rural, southwest Nepal.
- Directed the production of 37 smokeless cook stoves, reaching 46% of the households in the target village.
- Programmed a 4-night, 5-day empowerment retreat called GLOW: Girls Leading Our World, with the financial backing of a USAID Small Projects Assistance Grant. 100% of the 25 participants reported an increased level of proficiency in public speaking, knowledge of family planning options, and comprehension of leadership qualities.

Program Instructor, Brighter Future Learning Center, Saratoga, CA

Jan-Aug 2013

- Managed class sizes between 10-45 students, covering various disciplines and academic subject matter including mathematics, health, English language, and global citizenry.
- Organized 50-90 student files biweekly and recorded student progress using a personalized computer-based data system to optimize data analysis of student profiles and readily generate evaluations.
- Coordinated summer excursions to local community centers and oversaw student safety by systematically organizing chaperones to appropriate student ratios.

Head Field Hockey Coach, San Dieguito High School Academy, Encinitas, CA

Aug-Dec 2012

- Supervised the learning, safety, and welfare of 15 high school students under high demands of physical activity.

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- Designed dynamic practices to inculcate muscular skills pertinent to field hockey and to expand students' knowledge of game strategy.
- Communicated with parents via e-mail, phone, and in-person to sustain involvement and volunteerism.

Sales Technician, Core Bio Services, La Jolla, CA

Feb 2010-Dec 2012

- Delegated routes amongst delivery personnel to maximize efficiency of time and temperature sensitive products.
- Greeted customers and conducted transactions of sensitive bio-tech products to researchers.
- Transported bio-tech products to laboratories around the greater San Diego area.

English Teaching Assistant, Gompers Preparatory Academy, San Diego, CA

Jan-Mar 2012

- Edited critical thinking essays on Shakespeare's Hamlet and worked with individual students in their areas of struggle.
- Assisted the head teacher with facilitation of small group activities for 40 high school seniors at an inner city public charter.

Orientation Leader, Revelle College, UCSD, La Jolla, CA

Mar-Sept 2011

- Prepared orientation materials and workshop activities for incoming freshmen students.
- Demonstrated flexibility and improvisation to maintain fluidity of the program schedule.
- Initiated challenging dialogue with students concerning misconceptions and media portrayals of college, student diversity, and social conduct.

First Steps Intern, International Rescue Committee, San Diego, CA

Jun-Sept 2010

- Educated 25 toddlers and children ages 2-8 on foundational skills including reading, counting, and categorizing.
- Fostered a harmonious atmosphere among refugee children of different international backgrounds, including Burmese, Pakistani, Somalian, Thai, and Kenyan.

VOLUNTARY LEADERSHIP ACTIVITIES

EdCareers Liaison, EdCareers, Stanford, CA

Oct. 2017-present

- Promoted events on behalf of EdCareers to the Graduate School of Education Master's program cohort.
- Negotiated concerns on behalf of the Master's program cohort with the senior staff members of EdCareers.
- Communicated ideas to create new connections across Stanford's various networks.

Internal Chair—Inclusion and Diversity Committee (IDC), U.S. Peace Corps, Nepal

Nov 2014-Nov 2015

- Authored the first edition of the Diversity in Nepal Supplemental Training Workbook and developed training modules regarding volunteer stereotypes.
- Advised peer support to 9-12 volunteers of marginal social identities, including those who identify as LGBTQIA, racially and ethnically diverse, and generationally senior volunteers, by telecommunication systems and in-person.

Volunteer Advisory Committee (VAC) Representative, U.S. Peace Corps, Nepal

Mar 2014-Nov 2015

- Negotiated amendments to policy with senior-level Peace Corps Nepal administrators and 3-6 fellow VAC representatives and monitor the reified implementation.
- Counseled volunteer constituents of new or revised policy adaptations while simultaneously collected data, both anecdotal and quantitative, of the results and impacts of said policy revisions.

High School Mentor, Kaibigang Pilipino Community Outreach, San Diego, CA

Sept 2011-Jun 2012

- Mentored a high school senior from a low socioeconomic background on the process of college applications and options after high school graduation to make up for the lack of information in her local environment.
- Listened to the student and provided a sounding board against which she could better understand her core priorities.

LANGUAGES AND SKILLS

Languages: **Nepali:** Advanced; **Korean:** Intermediate; **Spanish:** Intermediate

Technical: Drupal, Marketo, Salesforce, Microsoft Office Tools, InDesign, Publisher

Websites: <http://www.christineboralee.com/>, <https://www.youtube.com/watch?v=QdCYnFJnWuA&t=40s>