

SARAH HI

GEOGRAPHY: Geographically Flexible, Mid-Atlantic, Northern California and Bay Area

INDUSTRY: Consulting/Management, Government/Public Policy, Law, Performing Arts, Social Services

EDUCATION

SCRIPPS COLLEGE (Claremont, CA)

May 2015

- Major, Philosophy, Politics, and Economics (PPE)
- Dean's List - multiple semesters

THE SWEDISH PROGRAM AT THE STOCKHOLM SCHOOL OF ECONOMICS

Spring 2014

WORK EXPERIENCE

THE MOTLEY COFFEEHOUSE (Claremont, CA)

Personnel Manager

Fall 2014- Spring 2015

- Work as part of a 10 person team of student managers to run a non-profit coffeehouse
- Coordinate the hiring and training of 30 new employees and optimize daily workflow of 40-50 baristas
- Elevate sense of community and employee morale by planning events and recognizing the hard work of the barista team
- Interact with both the manager and barista teams to facilitate daily communication and operations and ease any concerns

Barista Lead

Fall 2013

- Train, supervise, and evaluate a team of 48 baristas
- Develop and implement strategies for improved worker efficiency and health and safety compliance
- Serve as liaison between senior management team and baristas

Barista

Fall 2011 – Fall 2013

- Prepare brewed coffee, espresso, tea, and 50+ specialty drinks with extreme attention to detail
- Take customer orders and operate the register while exemplifying patience and outstanding customer service
- Stock products, keep work and customer areas clean, and follow health code regulations
- Prioritize, multitask, and communicate with two shift-mates in high pressure, time sensitive situations

HOUSE JUDICIARY COMMITTEE (Washington, DC)

Minority Office Intern

Summer 2014

- Prepare for committee and sub-committee hearings and briefings by researching issues and writing memoranda
- Work with the Bipartisan Over-criminalization Task Force to research and organize hearings on topics including Collateral Consequences of Incarceration and Mandatory Minimum Sentencing

CAMPS AIRY AND LOUISE (Cascade, MD)

Dance Department Head

Summer 2012, 2014

- Manage and evaluate 10 dance staff members and train department trainees
- Create, coordinate, and execute two full scale dance productions each summer
- Schedule and supervise daily dance activities and workshops in styles including tap, modern, ballroom, and choreography
- Perform other duties as needed as part of camp Administrative Team, including supervising trips and other camp-wide events

Assistant Dance Department Head

Summer 2011, 2013

- Aid department head and assume duties in department head's absence
- Teach daily activities, choreograph, and perform as member of the dance staff

Counselor

Summer 2011, 2013

- Supervise, mentor, and care for 12-36 girls at overnight camp
- Plan and lead bonding and leadership training activities with co-counselors
- Engage in crisis management, dispute resolution, and problem solving

SKILLS

Microsoft Office Suite; Google Docs, Spreadsheets, Presentations, Forms; Wordpress

Social Media Skills: Tumblr, Facebook, Instagram, Twitter, etc.

Languages: Limited Working Proficiency in Hebrew and Italian; Elementary Proficiency in Swedish

Free Pour Latte Art