

SARA E

GEOGRAPHY: Mid-Atlantic, Northeast, Southern California

INDUSTRY: Education: General, Fundraising/Development, Government/Public Policy, International Relations, Social Services

EDUCATION

Scripps College, Claremont, CA

Expected May 2015

B.A. in Politics and International Relations; minor in Economics

Thesis: *NGO v. State: A Study of the Effectiveness of Women's Development Programs in Tanzania*

Sarah Lawrence College, Paris, France

August – December 2013

Courses taken in French: Art History, French Film, Oil Painting & Drawing with Model, French

WORK EXPERIENCE

Girl Rising, Los Angeles, CA: CAMPAIGN INTERN

August – December 2014

- Researched cultural information about African countries where girls' education campaigns will be launched
- Assisted in pre-production for filming of new chapter of documentary in Nigeria
- Developed new products and assist with merchandise procedures

Berger Hirschberg Strategies, Washington, DC: DEVELOPMENT INTERN

May – August 2014

- Contacted potential donors on behalf of clients for meetings and fundraising events
- Created a website and invitations for client's fundraising event
- Excelled at using fundraising databases including Leadership Library, NGP, Nation Builder
- Collaborated with team of interns to develop list of more than 60,000 contacts

Pomona Alumni House, Claremont, CA: DIGITAL RECORDS ASSISTANT

September 2012 – May 2014

- Entered alumni data into Raiser's Edge fundraising database
- Scanned and filed alumni records

Lowe's Home Improvement, Omaha, NE: SALES ASSOCIATE

May – August 2013

Justice for Girls, Omaha, NE: SALES ASSOCIATE

June – September 2011

LEADERSHIP POSITIONS

Challah for Hunger: SALES AND FINANCE MANAGER, LOGISTICS COORDINATOR

August 2011 – Present

- Lead weekly challah sales; track sales and trends
- Manage weekly challah making; document expenses and profits

Babes and Blankets: CO-PRESIDENT

August 2011 – May 2014

- Supervised meetings and taught members to knit
- Developed relationships with charity organizations Binky Patrol, The Red Scarf Project and Knit in Pink

Support for International Change: CAMPUS COORDINATOR

August 2012 – May 2013

- Recruited and prepared volunteers for life in Tanzania and taught basic HIV/AIDS curriculum to volunteers

Support for International Change: VOLUNTEER

June – August 2012

- Identified and connected with village leaders to determine opportunities for teaching
- Developed lesson plans and taught HIV/AIDS education and life skills in rural Tanzania
- Organized HIV testing days where over 100 Tanzanians were tested

Westside for the Children: PRESIDENT

2009 – 2011

- Spearheaded fundraising projects and events raising \$1300 for schools in Tanzania

VOLUNTEER EXPERIENCE

Uncommon Good: PIANO TEACHER

January 2012 – Present

Pomona Economic Opportunity Center: ESL TEACHER

January – May 2013

Kid Care International: TUTOR

2012 – 2013

Big Brother Big Sister Program: BIG SISTER (MENTOR)

2008 – 2011

HONORS

2012 Fall Term Dean's List

2011 Recipient of Four-Year Half Tuition James E. Scripps Merit Scholarship

2011 Graduated with Commended Diploma in Top 5% of Class

SKILLS

French – Proficient

Spanish – Basic

Raiser's Edge – Basic