

# Taylor Nawrocki

Progressive fund development & communications professional

1402B W Chapel Hill St  
Durham, NC 27701  
(832) 257-3315  
aseriouslady@gmail.com

## SKILLS

MS Office Suite, Adobe Creative Suite, Social Media Management, WordPress, HTML/CSS, Video Production, Final Cut Pro

Conversational French and Spanish speaking, reading, and writing

## HONORS

**Young People For Fellowship (A Project of People for the American Way Foundation)**  
**2015-2016:** Participated in leadership development program concentrating on understanding justice, grassroots organizing, fundraising, and sustainable project development

**Delta Psi Xi Fraternity (St. Anthony Hall)**  
**2014-2016:** Member of literary & arts fraternity; served as Rush Chair, Outreach Coordinator, Grant Writer

## CONTINUING EDUCATION

**Center for Documentary Studies at Duke University:**  
Documentary Video Institute 2016

**Yanapuma Spanish School at Cuenca, Ecuador:** three weeks of intensive Spanish study 2015

## EDUCATION

**University of North Carolina at Chapel Hill (UNC-CH)**

*B.A. in Comparative Literature, with Distinction*

August 2013 - May 2016

With additional coursework in Social & Economic Justice, Creative Writing, and Environmental Studies

## PROFESSIONAL EXPERIENCE

**Triangle Residential Options for Substance Abusers, Inc. (TROSA), Durham, NC — Communications & Outreach Assistant; Contract**

May 2018 - July 2018

Created and managed communications collateral including but not limited to: maintaining website, creating and circulating social media content, interviewing clients, designing print material, supporting event execution, writing press releases and success stories

**Duke University Office of University Development, Major Gifts, Durham, NC — Development Assistant**

July 2016 - April 2018

Provided advanced level of direct administrative support to three frontline fundraisers, including but not limited to: arranging meetings, travel and events, recording gifts and pledges accurately, drafting high level correspondence and briefings, conducting research, providing technical and logistical support, collaborating across university departments

## ADDITIONAL EXPERIENCE

**Community Empowerment Fund (CEF), Chapel Hill, NC — Outreach Coordinator, Advocate**

February 2014 - May 2015

Ran internal communications, general body meetings, & blog; provided relationship-based financial planning & education to individuals experiencing poverty and/or homelessness

**Homeless Outreach Poverty Eradication (HOPE), UNC-CH — Co-Chair, Member**

August 2013 - August 2015

Managed administrative/organizational duties, linked HOPE projects, created fundraisers & educational events, led writing workshops at men's homeless shelter, attended activism trainings

**North Carolina Women of the Land Agricultural Network (NCWOLAN) Chapel Hill, NC — Communications Intern**

January 2015- May 2015

Created marketing materials, fundraised, & labored on non-profit promoting women in agriculture

**Learning Referral Network Growth Organization (LRNGO), Houston, TX — Content Writing Intern**

May 2014- July 2014

Wrote content articles for start-up promoting world-wide learning exchange