
LEIGH TAYLOR

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Highlights

Problem Assessment and Counseling	Microsoft Office
Spanish-Limited Professional Proficiency	Grant Writing
Medicare and ACA Knowledge	Social Network Analysis

Experience

Episcopal Service Corps Volunteer 8/2014-Current. Newark, NJ

Youth Consultation Services: Parent Specialist/Accounts Payables Intern

- Connect pregnant mothers with government services (TANF, WIC, 4Cs)
- Educate mothers on pregnancy prevention and prenatal care
- Advise teen mothers (as well as other students) on postgraduate plans
- Collect and prepare financial statements for annual audit

Office Intern at Katosi Women Development Trust (KWDT) 5/2014-8/2014. Kampala, Uganda

Katosi Women's Development Trust UK

- Found solutions to improve business including: using cost effective methods to improve marketing for the company and decreasing operating expenses
- Coordinated trainings for the field site and documented field project
- Assisted in researching and writing grants to increase the efficiency and longevity of BioSand Filters

Research Analyst Intern

8/2013-12/2013. Chapel Hill, NC

North Carolina Voter's Education

- Identified counties least likely to register or vote by using social network analysis, conducting surveys, and forming partnerships with local community leaders
- Provided culturally and socioeconomically specific solutions for increasing voter registration in high risk populations. Then presented the results with team members to Congressmen Howard Coble

Assistant to Chair of Development

5/2013-3/2014. Chapel Hill, NC

UNC Thurston Arthritis Research Center

- Maintained/initiated contact with current and potential donors and sponsors
- Created database of all donors and sponsors for future donations and future conferences
- Researched and assisted in writing grants for postdoctoral fellows

UNC Hospitals

1/2012-4/2014. Chapel Hill, NC

Volunteer

- Assisted in transitioning Medical Billing System from paper to electronic, also filed medical slides for practitioners
- Translated documents and patient requests in the maternity ward from English to Spanish

Education

University of North Carolina at Chapel Hill

Biology B.A. & Spanish Linguistics B.A., 2014

UNC Business Essentials Certification

University of North Carolina at Chapel Hill, 2015

Leadership Experience

Hmong Student Association at Carolina. Fundraising Chair/President, 2012-2014. Found new fundraising sources and increased both reliable and transient revenue, resulting in 41.7% increase in total funding for the year. Decreased costs for social events on campus. Also collaborated with other student organizations to donate \$4,000 to libraries in rural China.

