Jessica McAllister (she/her)

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1600 Grand Ave, St. Paul, Minnesota, 55105

Education

MACALESTER COLLEGE ST. PAUL, MN

BACHELOR OF ARTS DEGREE EXPECTED MAY 2024

Major: Classical Mediterranean and Middle East Classical Archaeology

Minor: Art History

Honors/Awards: Deans List Spring 2022

IES ABROAD GRANADA, SPAIN

GPA: 3.78

JAN. 2023 - MAY 2023

Relevant Coursework: Islamic Art and Architecture of Spain, Spanish Language, Watercolor

Skills

TECHNOLOGY: Adobe Indesign, Adobe Photoshop, Canva, Photography, Social Media

LANGUAGES: Advanced Proficiency in Spanish, Beginning Proficiency in Arabic

Experience

EMPLOYEE, VISUAL RESOURCE LIBRARY AT MACALESTER COLLEGE ST. PAUL, MN Sept. 2023 Present

Organized the Macalester Visual Resource Library Archive with over 1000 works to make copies of artwork more accessible to professors and students. Researched artworks in the Archive and identified inconsistencies within the database to ensure correct factual information for students and faculty.

Promoted artworks via Instagram to raise awareness to local artists and artwork in the collection.

PROGRAMS MANAGER, FORTUNE RELIEF AND YOUTH EMPOWERMENT ORGANIZATION MINNEAPOLIS, MN June 2023 - Aug. 2023

Passionately advocated for the needs of vulnerable and recent immigrants from the East African region to support

their transition into Minnesota. Facilitated the process of accessing vital resources such as health insurance, legal resources, and employment services for over 200 clients. Demonstrated the ability to fundraise and coordinate events to promote the organization visibility and its mission.

VOLUNTEER, MINNESOTA HISTORY CENTER - ST. PAUL, MN Sept. 2022 Present

Assisted with and performed conservation techniques on over 25 objects in the collection of the Minnesota History Center to preserve the history of the artifacts. Determined the plan of action for the conservation of objects with the support of a mentor to preserve the artifacts. Documented the conservation process of artifacts using photography and reports in order to accurately portray the techniques performed for future records.

INTERN, SAN JUAN DE DIOS MUSEUM GRANADA, SPAIN JAN. 2023 MAY 2023

Translated multiple texts from Spanish to English and conversely to make the museum and its collection more

accessible to visitors from foreign countries. Facilitated the organization of files to promote the standardization of the San Juan de Dios archive. Edited photos and informational texts to prepare material for the transition to an online archive in order to promote accessibility to future researchers and visitors. Communicated and presented creative ideas to mentors in Spanish in order to promote the visibility of the museum and its mission.

EMPLOYEE, AC HOME REPAIR - ST. PAUL, MN June 2019 Jan. 2023

Renovated and repaired houses for 35 hours per week to increase the longevity of homes and to serve the needs

of clients. Used techniques such as painting, tiling, and woodworking to repair and renovate homes to the upmost standard. Promoted trust and teamwork to ensure a safe working environment for the company and clients.