

RYAN ROCHE

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Education

Master of Public Administration, Nonprofit Management	May 2007
Andrew Young School of Policy Studies, Georgia State University; Atlanta, GA	
Bachelor of Arts (Political Science Major, Music Minor)	May 2005
Emory University; Atlanta, GA	
Associate of Arts	May 2003
Oxford College of Emory University; Oxford, GA	

Professional Experience

Complex Director

April 2007 to Present

Emory University Residence Life & Housing

- Coordinated the opening of and maintain the Residence Life, operations and custodial and maintenance services of an existing 180 unit off-campus apartment complex for graduate students, faculty and staff.
- Coordinate, co-teach and teach a section of EDS 472G, a class for all undergraduate resident advisors (RAs) including the development of a course syllabus, assignments, individual course topics, and course evaluation.
- Assist in the development of sustainability initiatives within all campus residence halls through a partnership with Emory University's Office of Sustainability Initiatives.
- Coordinate the installation and service calls for residential cable, internet and phone services with a local communications company.
- Continue coordination of the "Emory University into the 21st Century" program series (Started series as Community Manager).
- Co-advise a Living Learning Community committee consisting of RAs involved or interested in developing new and future Living Learning Communities in the campus residence halls.
- Co-advise a Senior Year Experience committee charged with developing programs to assist graduating seniors with the transition out of their undergraduate career.
- Serve on the Campus Life Professional response team and act as a representative of the Division of Campus Life when responding to campus emergencies for the student population of Emory University.

Community Manager for Facilities and Mailroom (graduate)

June 2006 to April 2007

Emory University Residence Life & Housing

- Created the "Emory University into the 21st Century" program series and schedule University administrators and trustees to meet and have informal conversations about their area with residential students.
- Compiled, edited and distributed a monthly community newsletter, the Newstone.
- Supervised a staff of three undergraduate students.
- Coordinated the Clairmont Campus Parking Appeals Board. Scheduled regular meetings and contacted students regarding decisions. Ensured the Appeals Board received materials for meetings.

- Managed two residential parking decks numbering 1000+ spaces through regular monitoring of the facilities, enforcement of parking policies and authorizing issuance of parking citations and booting of vehicles.
- Maintained accurate databases including vehicle roster, parking fines, decal assignments and citation logs.
- Responded to noise complaints on a campus with graduate and undergraduate residents, and, if necessary, met to mediate discussions.
- Maintained DoorKing system to supports vehicle decals and resident phone numbers for the Clairmont Campus call boxes and access gates.
- Oversaw the delivery of mail from the United States Postal Service to nearly 500 graduate residents and 200 Summer Intern Housing Program (SIHP) participants for the Clairmont Campus.

Development Assistant

August 2006 to December 2006

Georgia Equality

- Researched and recommended potential foundation awards to Board of Directors and Executive Director.
- Composed grant applications for an organization with an annual budget of \$250,000.
- Authored a grant application for a potential award of \$5,000 and co-authored a grant receiving application of \$10,000.
- Maintained donor rosters, including donor contribution history.
- Assisted with purchases of office supplies and office management including the development of a system for archiving donor records and financial documents.
- Recruited and trained volunteers.

Graduate Intern

June 2006 to August 2006

Georgia Equality

- Researched potential grant and other funding opportunities.
- Developed and managed a major gifts database for a special fundraising campaign.

Conference Attendance

Georgia Housing Officers (GHO) New Professionals Institute; 2007

Board Involvement

Oxford College of Emory University Alumni Board Member

Atlanta Young Alumni of Emory University Board Co-Chair

Honors

Clairmont Graduate Student Staff of the Year, Emory University