

# Jillian A. Richmond

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## EDUCATION

*In progress\**

### University of North Carolina at Chapel Hill

**August 2026\***

*Masters of Arts in Educational Innovation, Technology, and Entrepreneurship (MEITE)*

**Related Coursework:** Development and Learning, Personalized and Adaptive Learning, Statistics I & II, Learning Analytics, Emerging Learning Technologies

### University of North Carolina at Chapel Hill

**May 2025**

*Human and Organizational Leadership Development, Bachelor in Arts in Education*

**Related Coursework:** Practical Ethics, Interpersonal and Organizational Communication, Systems Improvement and Implementation, Foundations of Leadership, Organizational and Community Development, Leadership in Educational/Nonprofit Settings, Equity and Leadership, Data Applications

**Honors:** Summa Cum Laude, Dean's List (all semesters), Kappa Delta Pi Member (Education Honors Society)

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## WORK EXPERIENCE

### Immersion Planning Co-lead, UNC Chapel Hill, School of Education

**October 2025- Present**

- Promoted for 2<sup>nd</sup> annual OLL Immersion Experience (see "Special Events Manager" below), with an expected 350 attendees.
- Created team-wide "to do" planning document and am filling in new team members on procedures and norms.
- Created a VR interactive campus tour for OLL students with disabilities who cannot navigate campus or who are unable to attend the event in person.

### Innovation Hub Student Ambassador Program Intern, Innovate Carolina

**August 2025- Present**

- Revamping the existing internship program for Innovate Carolina to become a more packaged and standardized program across supervisors.
- Conducted, documented, cleaned and analyzed 28 interviews (and counting) with interns, supervisors, and best practice partners to establish a benchmark for current state of the internship.
- Will present findings to team and interns for feedback and implement proposed next iterative steps based on interview findings and collaborative problem solving.

### Social Media Strategist, UNC Chapel Hill, School of Education

**August 2025- Present**

- Strategizing branding-aligned posts and videos for UNC School of Education's MEITE program, posting 3 times a week to Instagram (1086 followers), LinkedIn (356 followers), and Facebook (289 followers).
- Increased LinkedIn interaction metrics in impressions (152.2%), reactions (111.1%), comments (150%), and reposts (116.7%) in a 6-month period.
- Sets weekly agenda for meetings with supervisor, conducts weekly research on relevant events and information to share, and established and maintains routine content series.

### Special Events Manager, UNC Chapel Hill, School of Education

**January 2025- May 2025**

- Managed the inaugural Immersion Experience for the Organizational Leadership and Learning (OLL) EdD program with 125+ total attendees.
- Managed stakeholders (organizing over 20 volunteers, 2 catering vendors, marketing/advertisement and merchandise with a \$10,000+ budget, event guests and services, student-facing content) and coordinated

amongst vendors and students in order to host typically-online EdD students for an in-person weekend networking event.

- Designed 6 Qualtrics surveys, including “pre-intervention” and “post-intervention” surveys to collect student needs, suggestions, and feedback as well as pertinent demographic data for planning purposes

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**Human Resources Intern, *Pinehurst Resort & Country Club*, Pinehurst, NC**

**June 2024 – February 2025**

- Replicated Gratitude Campaign (see “Leadership Experience”) for employee appreciation party with 300 employees on short notice. Orchestrated gathering and ordering supplies, coordinating with appropriate leaders, setup, execution, and clean up.
- Maintained confidential employee information and was an active team member in confidential meetings.
- Navigated various forms of employee interactions, including answering general organizational questions, employee outreach, employee registration and orientation, and employee welcoming and appreciation event

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## CERTIFICATIONS

**Adult Mental Health First Aid**, National Council for Mental Wellbeing, expires November 2028

**Heartsaver CPR & AED**, American Heart Association, expires October 2027

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## SKILLS

Diligent and driven. Proficient in: Microsoft/Google Suite, Adobe Express, Canva, Qualtrics, and Canvas. Some familiarity with: Figma, GitHub, and R.

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## RELEVANT COURSE-RELATED PROJECTS

**AI Scorecard Development Project**, Mark Cuban Foundation, Fall 2025-Spring 2026

**OLL Post Event Master Document**, Online EdD in Organizational Learning and Leadership, Spring 2025

**OLL Capstone Presentation**, Online EdD in Organizational Learning and Leadership, Spring 2025

**Organizational Equity Audit** on United Therapeutics, Fall 2023

**Cultural Autoethnography**, Fall 2023

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## ACTIVITIES

**UNC School of Education Undergraduate Advisory Council**, Member, Fall 2024- Spring 2025

**UNC 2023-2024 School of Education Graduation Marshal**, nominated April 2024, completed May 2024

**UNC Newman Center**, Attendee, Volunteer, and Beneficiary Concert Performer, May 2022-Present

**UNC Intramurals**, Member, Fall 2022- Present

**UNC PIT Journal Conference**, Presenter and published author on topic of education, March 2022