

Hannah Carnes

✉ hecarnes@gmail.com • 🌐 hcarnes.github.io • in hannahcarnes • 📺 hcarnes

Education

Full Stack Web Development, Flatiron School, New York, NY, October 2017-present

Master of Public Policy, Georgia State University, Atlanta, GA, 2014

Bachelor of Fine Arts in Visual Art Studies, University of Texas at Austin, Austin, TX, 2009

Technical Skills

Ruby, Rails, SQL, Sinatra, HTML, CSS, Javascript, Git, Salesforce, Excel, MailChimp, Photoshop

Experience

Children's Advocacy Centers of Texas

Austin, TX

Grant Administrator

September 2016 – October 2017

- Monitor \$11 million grant across 70 subcontracts
- Analyze nonprofit expenditures and process monthly grant requests
- Proactively resolve budget issues to ensure grant compliance

Explore Austin

Austin, TX

Grant Manager

February 2016 – September 2016

- Developed prospect research agenda for \$500,000 portfolio
- Worked with leadership to identify and secure \$50,000 in first-time foundation funding
- Wrote proposals and reports monthly; assisted in special events planning
- Collaborated with development team to conceptualize and create annual report

Boys and Girls Clubs of Metro Atlanta

Atlanta, GA

Grant Coordinator

August 2014 – February 2016

- Managed Federal Child and Adult Care Food Program across 22 sites
- Managed referrals through Atlanta Housing Authority grant program

Andrew Young School of Policy Studies

Atlanta, GA

Graduate Assistant

August 2013 – August 2014

- Maintained career services website via WordPress
- Coordinated events for Nonprofit Leadership Alliance, a professional organization

Martinez Street Women's Center

San Antonio, TX

Girl Zone Program Educator

August 2012 – August 2013

- Provided instruction to girls ages 9-14 years based on healthy relationships and leadership
- Planned community events with leadership; secured \$1400 in food sponsorships

Kahla Middle School

Houston, TX

Art Educator

August 2009 – July 2011

- Provided dynamic instruction to 120+ students on limited annual budget of \$700
- Curated student shows and proactively entered students in external art contests