Experience & Skill Set

Analysis
Correspondence
Data Management
Deconstruction
Editing
Facilitation
Filmmaking
Fitness Instruction
Flameworking
Handicrafts
Media Management
Mentorship
Project Coordination
Reporting
Research
Teaching
Technical Writing
Textile Arts
Training
Tutoring
Volunteering
Web Development
Welding
Wood Carving

Summary

Experienced Data Analyst with a demonstrated history of working in the information technology, research, writing, and editing services industries. Skilled in databases, journalism, analysis, and research. Strong information technology professional with a Master of Arts (M.A.) focused in Film Studies, a Bachelor of Arts (B.A.) focused in English with a minor in Media Study, Web/tech specialization in design and databases, and certification in TESOL/TESL/TEFL, specializing in English grammar.

Education

Epicodus
Web Design & Development / Databases
Portland, OR

State University of New York
M.A.: Film Studies
Buffalo, NY

State University of New York
B.A.: English (minor: Media Study), cum laude
Buffalo, NY

History

Present

Data Analyst (Quality Outcomes Specialist)
Leading the organization through the transition from one data system to another (COMET) without a conversion; building the database content from scratch; designing structure; implementing checks and balances, protocol, procedure; troubleshooting; training; teaching standards and practices to sustain data integrity; researching; assuring quality; generating reports

Boys & Girls Clubs of Buffalo
current
Buffalo, NY

Interim Website Manager
Maintaining, designing, upgrading, editing, and implementing content and components to elevate UX to support the organization's longterm vision of strengthening its Web arm to benefit educators and community members; the website is to continuously evolve to serve as the nonprofit's hub of connectivity and learning

Holocaust Resource Center of Buffalo
2015
Buffalo, NY

Lead Facilitator of STEM Workshop on Coding
Leader of first STEM Camp for Girls at the Center for Advanced Learning, instructing Clear Creek students how to code; sessions include lessons on computers, programming, hardware, software, deconstructing/constructing/hooking up Raspberry Pis, introduction to the command line and how to build a project; HTML, CSS, Python

Girls Inc. PNW
2015
Gresham, OR

Web Developer
Front end and back end R&D of interactive art installation, specifically mobile app MVP UI controller for M2M operation involving Kinect and from-scratch build out of back end for communication and storage; HTML, CSS, Sass, JavaScript, jQuery, MEAN stack, MQTT, npm, Yeoman, Bower, Gulp, Bitbucket; project details proprietary

WILD
2015
Portland, OR

Robotics Facilitator, Writer, and Researcher
Leader of LEGO robotics all-female team of youth participating in FLL competition; robot construction and block programming; developer of curriculum; author of Girls Inc. PNW LEGO Robotics facilitator handbook and team member workbook

Girls Inc. PNW
2014
McMinnville, OR

Editor and Researcher
Editing, writing, research, and correspondence for international electronics and telecommunications science journal; all work written by non-native English speakers from a variety of countries; rewriting of complex, high-tech material on topics such as micro-electronics, computer software, big data, information security, and 3D technology, including virtual reality and augmented reality; design and implementation of transparent internal communication system, increasing efficiency of editorial process and elevating quality of the journal

ETRI Journal
2012-2014
Daejeon, South Korea

Tester and Demonstrator
Special project consultant for GenieTalk, an Android automatic language translation app; key demonstrator of the technology, including high profile demonstration for the Ministry of Knowledge Economy, part of the Cabinet of the Republic of Korea

ETRI
2012-2014
Daejeon, South Korea

English Teacher
Writing, reading, listening, and speaking courses; quarterly rotation of 70-80 elementary, middle, and high school students, beginner through advanced levels; writing workbooks; creating supplemental materials daily

Avalon English
2011-2012
Daejeon, South Korea

Project Coordinator and Editor
Managing a complex campaign for the online division of Parenting magazine; establishing contacts; recruiting participants; developing and maintaining business relationships; securing legal documentation from around the world; writing, editing, research, and correspondence; procurement of $50,000 in prize donations; completion of project before hard deadline

parenting.com
2010
New York, NY

2010