MAE KINDLER

PROFESSIONAL SUMMARY

Passionate, lifelong learner, Biology graduate, technology enthusiast, and nonprofit professional with expertise in college access and success. Recently completed a full-stack web development certificate, and continuously seeking opportunities to practice and sharpen acquired skills. Strong communication, collaboration, and problem-solving skills, with the ability to work in a fast-paced and diverse team environment.

TECHNICAL SKILLS

Google Suite, Microsoft Office, Adobe Creative Cloud, FormAssembly, Salesforce, Canva, HTML, CSS, Bootstrap, JavaScript, jQuery, Git, Github, Express, React, the command line

CONTACT

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1726 Ashland Ave #5
St Paul, MN 55104

EXPERIENCE

7/2015 - Present • Big Brothers Big Sisters Twin Cities
Senior Alumni & Technology Coordinator

• Design and implement projects and strategies to improve and streamline agency databases, reports, and website content
• Co-leader for creation and management of agency FormAssembly forms, including Salesforce connectivity
• Salesforce system administrator designated to customize agency database as required for specific project needs
• Lead staff member and trainer for all college access and success programming
• Management of an alumni caseload with a strong emphasis on post-high school preparation and college and career readiness and success

8/2013 - 8/2015 • College Possible
College Relations VISTA

• Developed, designed, and managed the organization's college relations strategy, *College Possible Connects*
• Led and managed Salesforce database containing records of college contacts and important partnership communications
• Mentored current college students through an intensive system of coaching and curriculum, from self-care to financial aid assistance

EDUCATION

9/2020 - 3/2021 • University of Minnesota -Twin Cities, Minneapolis, MN
Certificate, Full-Stack Web Development
University of Minnesota Coding BootCamp

9/2015 - 5/2017 • Hamline University, St Paul, MN
Certificate, College Admissions Counseling

9/2008 - 5/2012 • University of Minnesota -Twin Cities, Minneapolis, MN
Bachelor of Science in Biology, Family Social Science Minor

APPLICATIONS BUILT

YoGo *(Team Project)* • github.com/mkindler/YoGo
Self-care prioritization application. Front- and back-end coder.

Spas for Paws *(Team Project)* • github.com/mkindler/Spas-for-Paws
Appointment booking application for pet grooming business. Logo designer and front-end coder.

Decisive Kitchen *(Team Project)* • github.com/mkindler/DecisiveKitchen
Recipe finder for the indecisive cook. Logo designer and front-end coder.