

Chloe Monson

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Education

WARREN WILSON COLLEGE (WWC)

Bachelor's of Arts in Creative Writing and Data Science (in progress)

Swannanoa, NC, 2021 – Present

THE NORTH CAROLINA SCHOOL OF SCIENCE AND MATHEMATICS (NCSSM) Durham, NC, 2019 – 2021

Professional Experience

WARREN WILSON COLLEGE INFORMATION TECHNOLOGY SERVICES

Swannanoa, NC

Crew Leader and Senior Tech, Help Desk Technician

Fall 2021 – Present

- Create weekly schedules for between 6 and 14 crew members, ensuring even staff coverage
- Deploy, maintain, and repair computers, software, audio-visual systems, and network equipment
- Delegate tasks, organize and complete Help Desk tickets, and answer emails, phone calls, and walk-in queries
- Train student crew members and support full-time IT staff

MUSEUM OF LIFE + SCIENCE

Durham, NC

Summer Camp Counselor/Assistant Educator

Summers 2022 – 2024

- Instructed campers in robotics, programming, game design, and various teamwork activities
- Assisted educators with daily scheduling and facilitating activities for classes of 18 campers
- Managed teen volunteers and instructed children aged 6-14

Summer Camp Volunteer

Summers 2017 – 2019, 2021

- Built and programmed robots to do specialized tasks
- Helped counselors with instruction of children aged 5-14
- Organized activities, campers, art materials, and sets of robotic parts

NORTH CAROLINA SCHOOL OF SCIENCE AND MATHEMATICS SERVICE LEARNING

Durham, NC

Groundskeeping, Hall Supply Distribution and Inventorying, American Studies TA

Fall 2019 – Spring 2021

- Maintained the quality of the NCSSM grounds through leaf raking, trash collection, and shoveling mulch
- Organized, distributed, and inventoried hall supplies in 14 residential halls
- Met with juniors, read over their essays and helped them with editing advice to improve their writing

RIVERSIDE HIGH SCHOOL TECHNICAL THEATRE DEPARTMENT

Durham, NC

Set and Graphic Designer

October 2017 – June 2019

- Designed sets, posters, and t-shirts for the Riverside High theatre performances and events
- Created or contributed to set designs for five performances and a haunted house
- Built portions of designed sets
- Created and printed eight different posters for theatre events and performances.

Honors and Awards

- Received the WWC Trustee Scholarship and the WWC Honor Scholarship, Fall 2021-Spring 2025
- Earned Gold Medal in the National French Exam, May 2020
- Won 1st place for short fiction in the NCSSM Jon Miller Student Writing Competition, May 2020
- Inducted into National Technical Honor Society, May 2019

Skills

Technical: Highly experienced with R and Python, Google Sheets/Excel, LEGO EV3 robotics, and Scratch; moderate experience with HTML, CSS, JavaScript, Arduino, and Ruby; experienced with ServiceDesk, QGIS, and Autodesk AutoCAD and Inventor; proficient with Ultimaker 2+ 3D printers

Language: Fluent in French

Other Skills: Trained in fiction, poetry, creative nonfiction, academic, and scientific writing; moderate experience with glassblowing and blacksmithing; many hands-on art skills; fast learner; computer literate and experienced at computer repair; get tasks done by deadlines; work well under time constraints