

Roman Michael Garcia

EDUCATION

REED COLLEGE: Portland, Oregon B.A. German Literature May 2016
Bachelor's Thesis: Perspective in the Interpretation of Franz Kafka's *Die Verwandlung*
UNIVERSITÄT TÜBINGEN: Tübingen, Germany March to July 2015
Study abroad through summer semester 2015 in Protestant Theology
Gained fluency in spoken and written German
FREIE UNIVERSITÄT BERLIN: Berlin, Germany Jan. 2015
Attended FUBiS intensive language course

WORK EXPERIENCE

Northwest Academy June 2016 to present
Educational Technology Support Specialist

- Collaborating with language teachers to supplement their curricula with innovative educational technologies (like chat rooms or social media)
- Writing documentation for the school's technology resources, presenting in classrooms on best use practices, and providing one-on-one technical support
- Making substantive improvements to the school's IT infrastructure (like the functionality of student cart computers and network reliability)

Reed College Computer User Services April 2013 to May 2016
Hardware Shop Technician

- Serviced student, staff, and faculty equipment onsite and at the work bench
- Followed up by phone, email, and in person with community members about their computer's repair status and assessed the feasibility of their options with them
- Scheduled events for full-time staff and maintained the Shop's web calendar
- Created, revised, and closed records in our cloud-based ticketing database

Wikimedia New York City, Inc. May to Sept. 2011
Intern

- Aided President in acquiring tax-exempt status by compiling bank statements and composing a report on our cumulative fiscal history in Microsoft Excel
- Drafted and proofread grant requests and reports, launched and maintained social media presence, co-represented us at the Wikipedia in Higher Education Summit
- Responded to over 800 email and phone tickets between Feb. 2007 and 2013 as member of the English Wikipedia's Volunteer Response Team

ACADEMIC EXPERIENCE

Reed College Residence Life Aug. 2015 to May 2016
House Advisor of German House

- Oversaw an eight person, live-in language community in collaboration with the German Department and Language Scholar from the LMU München
- Acted as point person for the college's German language community
- Co-led three campus-wide events: Polka Punk *Oktoberfest*, Tower of Babel student night, and Panel on the Syrian refugee crisis
- Offered four German language programs per week (conversation and office hours, movie nights, and bilingual newsletter) and regularly organized other intercultural events (e.g., film festival outings, German breakfasts, and house discussions)
- Appointed as Language House representative to the Theme Housing Committee

Reed College Honor Council Sept. 2013 to July 2014
Appointee

- Served as a resource on navigating the college's judicial process at weekly office hours and was trained to carry out formal mediation
- Conducted independent research project on microaggressions at the college, facilitated several forums on student body hot topics (e.g., Title IX and consent, the smoking policy), and offered the most consecutive small group discussions that year

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| | <u>Reed College Library Board</u> Appointee <ul style="list-style-type: none"> Contributed to agenda setting and heard updates from administrative staff on transition from local server-based cataloging to a regional offsite service | Jan. to May 2013 |
| VOLUNTEER EXPERIENCE | <u>Overnight Host</u> for Reed College Admission Office <u>Dance Student Assistant</u> for Reed College Dance Department <u>Note Taker</u> for Reed College Disability Support Services <u>Administrator</u> of the English Wikipedia <u>Section Leader</u> for the NYC Gay Pride March | Oct. 2013 to Dec. 2014 Dec. 2014 Oct. to Dec. 2014 April 2009 to June 2014 June 2011 and 2012 |
| AWARDS | Harvard Divinity School DivEx Program scholarship WikiConference USA travel scholarship | Nov. 2014 May 2014 |
| SKILLS | <p>Academic: ability to listen actively and critically evaluate a problem or standpoint; sensitivity to cultural difference and foreign language ability; attention to detail and a commitment to timely follow through; ability to break down questions step-by-step; capacity to map out and complete long-term projects; ability to speak accessibly when explaining technical concepts</p> <p>Technology: Apple Certified Mac Technician (ACMT) as of Dec. 2015; adept knowledge of Microsoft Windows/Mac OS X setup, configuration, and repair; long-time familiarity with the Microsoft Office suite and Adobe products; extensive experience moving from point of triage to a limited set of outcomes</p> <p>Language: American English (native), German (fluent), Spanish (proficient)</p> | |