**Harriet T. Society**

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**EDUCATION**

**Georgia Institute of Technology Atlanta, Georgia**

Bachelor of Science, History, Technology, Society August 2017 – May 2022

GPA: 3.72

**Honors/Awards**: Dean’s List

**INTERNSHIP EXPERIENCE**

**Piedmont Park Conservancy Internship Atlanta, Georgia**

*Development Intern* **May 2020 – August 2020**

* Drafted prospect profiles and applications for grants funding Conservancy programs and infrastructure
* Handled database maintenance, gift recording, and acknowledgements using eTapestry software
* Created corporate solicitation plan and drafted donor letters for Party for Piedmont Park benefit event
* Compiled research and assessed data regarding commemorative giving for Chief Development Officer

**City of Atlanta- Office of Policy and Research Atlanta, Georgia**

*Policy Analyst/ Atlanta City Council Intern*  May 2019- August 2019

* Conducted research and wrote policy memos on a variety of topics such as reformation of the Atlanta Detention Center and e- scooter safety
* Engaged with constituents and local leaders to resolve infrastructural and community issues
* Worked under the guidance of the prestigious Councilmember Andrea L. Boone and her experienced staff

**Rural Teacher Training Initiative Evaluation Intern Atlanta, Georgia**

*Georgia BioEd Intern* August 2018- May 2019

* Conducted focus groups of teacher participants and analyzed post-training survey data
* Synthesized information into report evaluating efficacy of Rural Teacher Training Initiative
* Created 14 graphics for report and slide deck summarizing evaluation findings

**Office of Government and Community Relations Atlanta, Georgia**

*Office Assistant* August 2017-September 2018

* Organized and maintained files, answered calls and performed everyday administrative duties
* Assisted in university community outreach programs with both corporate and government sponsors
* Researched, collected, and organized current and past Georgia legislative data

**LEADERSHIP EXPERIENCE & AFFILIATIONS**

**Arizona State University POST Scholar Washington D.C**

*Fellowship*  June 2017- June 2018

* Attended a weeklong conference in Washington DC exploring careers in science and technology policy
* Completed yearlong a research project in Climate Change Finance policy
* Presented to a symposium of Washington D.C policy professionals and scholars

**Georgia Institute of Technology Department of Housing Atlanta, Georgia**

 *Student Staff Member* March 2017-January 2020

* Peer Leader and Resident Assistant to over 30 Freshmen and Upperclassmen at Georgia Tech every year
* Collaborated with other Peer Leaders and Resident Advisors to plan events for residents
* Mediated conflict, practiced and promoted safety while building community in freshmen dormitories

**Stacey Abrams Gubernatorial Campaign Decatur, Georgia**

*Finance Volunteer* March 2018- September 2018

* Engaged in voter outreach through cold calling, letter writing, and facilitated open constituent discussion
* Assisted in the planning and organization of campaign donor events
* Researched and maintained a detailed donation database

**Other Affiliations: Americorps Jumpstart, Atlanta Food Bank, Fine Dining Server, Hostess**

**SKILLS & INTERESTS**

**Skills:** Research, Stakeholder Analysis, Memo Writing, Policy Analysis, Adobe InDesign, Canva, WordPress

**Interests:** Healthcare Policy, Urban Policy, Law and Legal Studies