

## Work Experience

**Lead Campus Tour Guide** | *Office of Admissions & Recruitment, University of Oklahoma* 2021 – Present  
*As a Lead Campus Tour Guide, I craft impactful and lasting experiences for new students and guests while ensuring standard policies are followed at the University of Oklahoma.*

- Collaborated and hosted the largest event for 363 high-achieving students and families, OU Scholar's Day, in large general sessions and smaller breakout question periods.
- Developed and quality-tested semester-long schedules for 75+ Tour Guides to maximize equal distribution of guides and cross-referenced to office goals and capacities.
- Personally helped prospective students with inquiries, including compliments, questions, and complaints about academic programs and social events.
- Seamlessly craft a narrative about The University of Oklahoma during adverse campus events while sticking to brand guidelines and university policies.
- Access & maintain records in our student database (Slate), and created an onboarding training session for new Tour Guides to learn the system.
- Completed tours for 733 prospective students and guests, including 27 VIP guests.

**Campaign Manager & Account Executive** | *SkyFire Media, LLC.* 2020 – 2021  
*SkyFire Media was a full-service campaign and consulting agency in Oklahoma City. Managed two State Senate re-election campaigns, Carri Hicks for State Senate and Julia Kirt for State Senate.*

- Highly experienced in voter research, constituency outreach, and general campaign management practices and strategy (including optimizing fundraising call time, A/B testing, and ActBlue strategy).
- Sole management of database programs like NGP, VAN, ActBlue, and Anedot which has allowed me to connect my experience with customer relationship management (CRM) databases and political theories for optimal outcomes for both candidates and constituents.
- Managed two state senate-level budgets, fundraising initiatives, and events.

**Peer Teaching Assistant** | *University College, University of Oklahoma* Fall 2020

**Orientation Guide** | *New Sooner Orientation, University of Oklahoma* Summer 2020

## Higher Education

**Political Science** | *University of Oklahoma* Graduate  
*Graduated with academic distinction with a Bachelor of Political Science concentrated in Elections & Campaign Management accompanied by a minor in General Business Management.*

- Lead Campus Tour Guide, Member of the Crimson Club (Class 35), past Committee Chairperson and Parliamentarian for the Student Government Association's Undergraduate Student Congress, and the past Bylaws Chairman for Pi Kappa Alpha ("PIKE").

**Voyager** | *Semester at Sea* Spring 2022  
I sailed on the 129<sup>th</sup> voyage of Semester at Sea, visiting 13 different nations while taking classes on intercultural communication, international relations, and social movements.

- Hosted the 11 ship-wide logistical pre-port meetings for 521 onboard students and administrators; I coordinated content between all on-board and home-office teams to ensure information consistency.

## Higher Education Leadership Experience

**Trustee** | *Semester at Sea, Institute for Shipboard Education* 2023 – 2025  
*The Institute for Shipboard Education is the host organization for Semester at Sea, a study abroad program that takes students to 10+ countries on three continents in 100+ days onboard the MV World Odyssey. Colorado State University is the current academic sponsor.*

- Serving on the Governance and Nomination committee, I help to ensure DEI best practices in both our bylaws and appointments to the board while giving a previous-student experience.