Longmont, Colorado

EDUCATION

University of Colorado Denver, Denver, Colorado Bachelor of Arts: Political Science, May 2020

GPA: 3.5

Activities: Vice President – Turning Point USA, National Society of Leadership and Success

EXECUTIVE SUMMARY

Accomplished professional with experience in leading regional teams, overseeing representatives, and orchestrating diverse events and outreach initiatives to raise substantial resources. Adept at cultivating valuable relationships with community groups and stakeholders through exceptional communication, financial management, and event planning capabilities. A recognized strategic planner skilled in establishing and nurturing conservative political groups, managing volunteer teams, securing high-profile speakers, and excelling in fundraising logistics. An effective team leader with expertise in talent acquisition, content development, leveraging media engagements, and designing dynamic digital strategies to expand organizational reach. Proven ability to manage finances, maintain professional communication, and uphold comprehensive databases to facilitate seamless collaboration.

EXPERIENCE

Colorado Federation of Young Republicans, Denver, Colorado Co-Chair Woman, October 2023 – Present

- Orchestrated the volunteer committee's strategic outreach initiatives, collaborating closely with regional vice chairs to
 cultivate engagement and devise localized chapter development plans. Leveraged exceptional interpersonal skills and
 coalition-building prowess to unify diverse stakeholders around shared objectives of expanding grassroots membership and
 mobilizing volunteers across the state.
- Organized and facilitated a high-profile Congressional District 4 debate featuring Representative Lauren Boebert and 7 other
 prominent candidates, serving as a poised moderator to ensure substantive policy discussions. Deployed exceptional event
 planning/management capabilities to coordinate logistics and provide an impactful platform amplifying key issues and
 conservative voices in the political arena.
- Exhibited steadfast leadership and strategic planning proficiency by overseeing Federation meetings and proceedings in the Co-Chair's absence, adeptly employing Robert's Rules of Order to foster productive discourse. Leveraged exceptional communication abilities and command of parliamentary procedures to drive purposeful dialogue advancing the organization's mission and advocacy for young Republicans.
- Spearheaded the Federation's flagship Roosevelt-Reagan Kickback event, Colorado's premier young Republican gala akin to the Lincoln Day Dinner, drawing over 200 influential attendees. Deployed exceptional event planning/management capabilities to coordinate logistics, secure venue and speakers, and craft an engaging program amplifying the organization's mission. Leveraged skilled coalition-building to convene prominent stakeholders, forge partnerships, and provide an impactful platform for nurturing the next generation of leaders.

Turning Point USA, Denver, Colorado

South Central Regional Manager, May 2022 – August 2023

- Collaborated seamlessly with the regional team to meticulously ensure the attainment and surpassing of regional objectives, effectively aligning efforts with overarching goals.
- Directed and supervised a team of six full-time representatives, fostering a culture of productivity, accountability, and achievement within the organization.
- Orchestrated the planning and execution of diverse events catering to audiences ranging from 50 to 500 attendees within communities spanning Colorado, Texas, and five other states, ensuring the seamless coordination of multifaceted logistics.
- Spearheaded successful fundraising campaigns resulting in the generation of substantial financial resources, earmarked specifically for campus events, bolstering the organizations financial sustainability.
- Established and nurtured meaningful relationships with local community groups, cultivating valuable partnerships that enhanced the organization's reach and impact within the community.
- Exemplary written and oral communication skills evident in all interactions, ensuring effective conveyance of ideas and objectives.
- Diligently oversaw event budgets, encompassing comprehensive expense reports and meticulous grant documentation.
- Played a pivotal role in organizing and executing events, workshops, and seminars designed to actively engage and mobilize supporters.
- Demonstrated unwavering adaptability in the face of challenges, employing a proactive approach to maintain momentum and success.

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Rockies Territory Field Representative, August 2020 – April 2022

- Strategically created and cultivated college and high school groups on their respective campuses, dedicated to promoting principles of limited government, fiscal responsibility, and American exceptionalism, fostering intellectual discourse and civic engagement.
- Effectively managed and provided leadership to a dedicated team of over 50 college and high school volunteers, instilling a culture of commitment and collaboration within the organization.
- Collaborated with college administration to secure high-profile speakers, enhancing the educational experiences of students and fostering dialogue on critical issues.
- Formulated and executed strategic fundraising initiatives in collaboration with local community groups, harnessing the support of stakeholders to ensure the financial sustainability of the organization's mission and objectives.
- Proficiently managed speaker logistics encompassing booking, travel, fundraising, and payment within the context of campus and community events and speaker management.
- Showcased exceptional multitasking abilities while maintaining a meticulous attention to detail, reflecting a
 commitment to excellence.
- Effectively utilized email and text mediums for issuing meeting invitations, thereby streamlining communication for weekly gatherings.
- Skillfully navigated the intricacies of special events through adept utilization of Aventri for conference registrations and leveraging HubSpot for optimized outcomes.
- Displayed a proven track record of collaboration within team environments, resulting in cohesive and successful outcomes.
- Conducted comprehensive research on policy matters, legislative intricacies, and prevailing public sentiment to provide well-informed insights.

Assistant Recruitment Specialist, January 2018 – July 2020

- Collaborated closely with full-time staff to devise comprehensive hiring plans aligned with their specific
 personnel needs, applying keen analytical skills to pinpoint the desired candidate profiles and
 qualifications.
- Executed strategic outreach campaigns by running highly visible hiring tables at universities and conferences, leveraging exceptional interpersonal skills to identify and engage qualified lead candidates.
- Spearheaded large-scale staffing initiatives, successfully hiring over 300 part-time employees while adhering to stringent quality standards and organizational values.
- Excelled in a high-requisition, fast-paced environment by expertly multitasking sourcing, screening, and coordination duties with efficiency and attention to detail.
- Demonstrated meticulous data management skills by accurately maintaining internal databases with up-to-date recruitment metrics, ensuring correct historical information could be easily accessed to meet stakeholder requests for mission-critical insights.

Colorado House of Representatives, Office of HD #56 Rep. Rod Bockenfeld, Denver, Colorado Legislative Intern, January 2019 – May 2019 (1 Session)

- Exhibited strategic analytical prowess by conducting in-depth policy analysis on some of the most controversial bills introduced in the 2019 Colorado Legislature, including the Taxpayer Bill of Rights permanent de-Brucing, the Colorado Red Flag Bill, and the Safe Injection Site Bill.
- Leveraged a deep understanding of conservative issues and America First policies to advise on the potential impacts. Provided actionable insights and recommendations to leadership, enabling informed decision-making and advocacy efforts aligned with the organization's values and objectives.
- Displayed steadfast commitment to grassroots engagement by attending legislative sessions, carefully
 observing proceedings from the gallery, and taking comprehensive notes to analyze bills under
 consideration from a constituent perspective.
- Provided regular weekly reports and insights to the Representative, leveraging exceptional communication abilities and policy expertise. Served as a invaluable liaison, amplifying the voices and concerns of women constituents to ensure their interests were factored into the legislative process and advocacy efforts.

Expressions Magazine, Denver, Colorado

Business Owner, January 2017 – July 2020

• Exercised proficient leadership skills to oversee a team of 12 graphic designers and writers, ensuring the delivery of high-caliber content and creative materials.

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- Actively engaged in strategic networking efforts to identify and secure high-profile cover stars, augmenting the organization's content and visibility.
- Demonstrated a high level of proficiency in authoring articles that showcased expertise and depth of knowledge, thereby enriching the publication's editorial content.
- Contributed to the organization's promotional endeavors by making noteworthy appearances on reputable
 media platforms, including Fox News, NPR, Trendchat, and others, effectively amplifying the reach and
 impact of the organization.
- Skillfully employed WordPress to design and develop a dynamic website that consistently reflects the latest monthly issue, ensuring a seamless user experience and up-to-date content delivery.
- Leveraged the capabilities of Mailchimp to meticulously craft and distribute weekly emails and newsletters, effectively engaging the target audience while maintaining consistent communication.
- Utilized Canva to produce captivating social media posts, accompanied by expertly crafted graphics for both layout enhancement and Mailchimp email campaigns, ensuring a visually appealing and cohesive brand presence.
- Vigilantly monitoring media landscapes and public discourse to identify strategic opportunities for impactful advocacy and messaging.

Mile High Roll-Off Waste Systems, Broomfield, Colorado

Secretary, December 2015 – July 2020

- Skillfully employed QuickBooks 2013 for comprehensive management of accounts receivable and payable, ensuring meticulous financial control and accuracy.
- Responsibly managed incoming telephone calls and email inquiries, meticulously screening and scheduling services as needed, maintaining a streamlined and professional approach to customer interactions.
- Diligently curated and maintained a current and comprehensive database of contact information for both internal and external stakeholders, facilitating seamless communication and collaboration.

CERTIFICATIONS AND DEVELOPMENT

- Resident Producer; Casualty, Property, Colorado Department of Regulatory Agencies, Division of Insurance, January 2024, State License #829111, National Producer #21061885
- National Flood Insurance Program, Department of Homeland Security (FEMA), February 2024

PROFICIENCIES

Project Management, People Leader, Strategic Communication, Conservative Politics, Policy Analysis, Event Planning, Social Media Campaigns, Public Speaking, Outreach, Open-Source Research, Briefing, Project Leadership, Interpersonal Communication, Written Communication, Data Visualization, Database Research, Stakeholder Collaboration, Critical Thinking, Microsoft Office Suite, Networking, Coalition Building, Fund Raising

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