

NAME

Address

Email@udallas.edu | Phone Number

EDUCATION

BA Classical Philology (Greek and Latin)

May 2017

University of Dallas, Irving, TX

GPA 4.00, Dean's List, National Merit Scholarship (full tuition), Spanish Department Scholarship

Phi Beta Kappa

Study Abroad Rome, Italy, Fall 2015; Recipient: Rome Academic Award

Recipient:

- AIA Jane C. Waldbaum Archaeological Field School Scholarship, 2016
- Etruscan Foundation Field Work Fellowship
- CAMWS Manson A. Stewart Undergraduate Award, 2016
- National Latin Exam Gold Medal, Spring 2013

Languages: Spanish and French fluency (speaking, reading, writing), Latin, Ancient Greek, and Italian (reading)

RESEARCH

Field Work Volunteer

Summer 2015

Gabii Project, Gabii, Italy

Advisor: Dr. xxx

Description of research and "deliverables."

Research Assistant

Sep 2015-Present

University of Dallas Classics Department, Irving, TX

Advisor: Dr. Paulo Asso

Edit translation of Coluccio Salutati's treatise "De nobilitate legum et medicinae." Read the Latin text and translate to English. Compare translation to Dr. Asso's work to verify that no words are left out and that the translation is faithful to the original in content and meaning. The research project will be a publication of the Harvard University Press and, upon publication, will be the first English translation of the I Tatti Series. Will continue in role of research assistant until the project is published (projected date XXX).

EXPERIENCE

Departmental Assistant

Sep 2015-Present

University of Dallas Classics Department, Irving, TX

- Make recommendations for university library acquisitions. Process includes:
 - Assess budgetary limitations (provided by Departmental Chair)
 - Research recent publications from Oxford Press, Cambridge Press, Bryn Mawr Commentaries
 - Verify current library holdings
 - Compile final list of recommended acquisitions, making recommendations about priority texts
- Maintain departmental student library, inventorying current holdings, managing circulation process
- Compile content and draft text for emails sent to students and faculty (reading groups, course offerings)
- Coordinate tutors, soliciting individual scheduling preferences and planning final schedule
- Build departmental student event calendar, planning socials and reading groups (polling students to determine preferred event times)
- Developing a comprehensive list of student fellowships, scholarships, research, and internship opportunities

Spanish Tutor

University of Dallas Modern Languages Department, Irving, TX

Jan 2014-Present

- Evaluate language capabilities of graduate and undergraduate level students, providing detailed reports to faculty.
- Provide detailed explanations, pronunciation tips, interactive dialogues, vocabulary quizzing, grammar exercises, and reading practice
- Correct student essays and proctor placement exams

Self-Employed Spanish and Latin Tutor, New York, NY Sep 2012-Jul 2014

- Tasked with teaching two students (one of whom was at risk of failing Spanish and the other of failing Latin)
- Designed curriculum to remediate and accelerate language including hundreds of study resources including vocabulary worksheets, declension and conjugation charts, and grammar and translation exercises
- Achieved outcome of students successfully completing language requirements and graduating on time

LEADERSHIP & SERVICE

President Oct 2015-Present

Classics Club, Irving, TX

- Reorganized the dormant club and redirected the purpose of the club to promote awareness of Classics on campus and to provide programming to promote community among students with interests in Classics
- Applied for university club charter, completed requisite administrative training, and publically relaunched the club in the spring of 2016, soliciting 13 new members with plans for continued growth
- Hosted events including Classics Game Night (Latin Scrabble) and an educational event cohosted with the Residence Hall Association

English Tutor, Group Leader Jan 2015-May 2015

Dallas Volunteer Program, Rome, Italy

- Practiced English through conversation, grammar and vocabulary exercises with local Italian high school students
- Submitted weekly progress reports to program director and created lesson plans based on student outcomes

PERSONAL

Hiking: Camino de Santiago (UNESCO World Heritage Site) Summer 2015

Hiked 300 kilometers over a 16 day period.

Mission Work and Service:

Haiti (five-day mission trip) 2014, 2016

Translator: Haitian Creole

- Evaluated progress of established programs to determine efficacy and needs for expansion (ex: families who learned various trades and industries)
- Performed needs assessments of local families, reported findings to group leaders

Nicaragua (seven-day mission trips) 2011, 2012, 2013

Translator: Spanish

- Raised \$2000.00 in funds in order to purchase supplies for local citizens
- Performed construction work to build new structures
- Managed inventory of supplies

Group Leader & Founding Member

Lunch Bunch Program, Harris Public Elementary School, New York, NY 2008-2013

- Developed individualized intervention plans to inspire a love of reading for children reading below grade level
- Served between 5-15 students in large group settings and directly tutored two specific students per academic year