

Education

MFA, Creative Writing (Poetry)

05/25

Colorado State University, Fort Collins, CO

- 4.0 GPA; awarded a highly competitive graduate teaching assistantship; received comprehensive training in teaching college composition and creative writing
- Thesis of documentary poems focusing on Westward Expansion and 19th century American history chaired by Dan Beachy-Quick and Camille Dungy
- Received numerous honors and grants; presented at numerous conferences and showcases; participated in a variety of community service and professional development activities

BA, English, Philosophy

09/11

McDaniel College, Westminster, MD

- 4.0 GPA; College Scholar, summa cum laude; invited Phi Beta Kappa junior year; Phi Sigma Iota, Lambda Iota Tau; Dr. Reuben Holthause Award in Philosophy, Makosky Award for Excellence in English; theses on David Foster Wallace and hipsters respectively

Professional Experience

Graduate Teaching Assistant

08/22 - Present

Colorado State University, Fort Collins, CO

- Taught multiple sections of CO150 College Composition to small classes of undergraduate students through a common curriculum at Colorado State University
- Prepared lesson plans, administered curriculum, conducted grading, provided feedback to students, and performed all other tasks necessary for teaching
- Participated in extensive pedagogical training and professional development programs including for-credit courses, bi-weekly mentor groups, colloquia, orientations, and more
- Developed an assessment survey for the GTA training program and original curricular materials as part of special administrative work

Community Engagement and Programs Manager

01/22 - 06/22

City of Phoenix Office of Arts and Culture, Phoenix, AZ

- Developed, proposed, and implemented a variety of community programs for artists, culture workers, and other creative professionals in the city of Phoenix and surrounding metro including teaching artist residencies, student worker programs, professional development workshops and services, and an oral history and documentary project celebrating Juneteenth
- Redesigned, systematized, and significantly advanced various marketing platforms and systems across the Office including: standardized layouts, UX, and reusable parts for webpages; redesigned newsletters, automations, and segmentation for the mailing list; branding templates for graphics; and more
- Conducted in-depth, personal outreach campaigns and needs assessments with constituents across the Phoenix metropolitan area to direct program development and engage the community
- Formalized numerous policies and processes, communication templates, evaluation systems, and other forms of comprehensive documentation for projects, programs, and other responsibilities

- Provided assistance and support in applying for state grants

Public Engagement Coordinator

08/21 - 12/21

Seize the Moment, Humanities Lab, Arizona State University, Tempe, AZ

- Launched and managed a multi-unit presidential initiative that sought to address interconnected health, social, and environmental crises of the pandemic through transdisciplinary collaborations based in the arts and humanities
- Developed and administered a variety of programs including mini-grant programs for students, research grants for faculty, and other public events
- Worked closely with students, faculty, and research advancement administrators to identify and apply for grants

Coordinator Sr.

01/21 - 08/21

Virginia G. Piper Center for Creative Writing, Arizona State University, Tempe, AZ

- Designed and proposed multi-faceted, interdisciplinary projects of extended duration and/or geographical scope under the direction of the Center director, Alberto Ríos
- Obtained a Big Read grant from the National Endowment for the Arts to organize over 30 events around Indigenous literary arts with more than 60 partners and speakers over six weeks
- Partnered with local community organizations to promote, design, produce an anthology of lyric essays and personal reflections by Black Arizonans

Marketing and Outreach Specialist

08/17 - 12/20

Virginia G. Piper Center for Creative Writing, Arizona State University, Tempe, AZ

- Built and maintained comprehensive marketing systems, policies, processes, and best practices for a non-academic university center offering community talks, classes, and other public programs
- Developed and maintained relationships with diverse stakeholders within and beyond the University to identify and develop collaborative programming, larger partnerships, and other opportunities to engage new audiences and increase the Center's presence
- Developed and administered various programs including salons, festivals, pop-up workshops, and more
- Created and managed extensive outreach campaigns with university staff, community college faculty, high school teachers, literary organizations, and other local communities
- Developed and maintained reporting and data management systems for tracking growth and evaluating success
- Developed back-end architecture and managed content for the Center's website
- Segmented, automated, and managed content for the Center's mailing list
- Produced, managed and scheduled content for social media
- Produced graphics, copy, and design for annual reports, conference programs, and other materials across digital and printed platforms
- Developed, implemented, and managed undergraduate internships

Coordinator

08/16 - 08/17

Virginia G. Piper Center for Creative Writing, Arizona State University, Tempe, AZ

- Coordinated, managed, and administered logistics for author talks, readings, and other public events
- Managed communication with authors and agents regarding inquiries, contracts, and itineraries
- Secured venues, travel, lodging, transportation, catering, booksellers, and other vendors and services

- Developed and maintained budgeting systems to accurately track, report and forecast expenditures
- Created policies, process, and other organizational systems and tools for better tracking, documentation, and execution of events
- Provided programmatic and administrative support for conferences, classes, and other Center programs
- Coordinated, managed, and supervised volunteers

Founder, Director, Editor-in-Chief

06/13 - 06/18

Four Chambers Press, Phoenix, AZ

- Founded an independent literary magazine, small press, and community organization
- Directed all aspects of publication, programming, and business operations
- Developed, coordinated and managed readings, writing groups, workshops, salons, presentations, public art, community projects, and other events
- Strategized, designed and implemented comprehensive marketing materials and copy for print and digital use
- Developed connections with individual writers, organizers, media, businesses, organizations and other stakeholders across literary and arts and culture field
- Maintained databases of workflow, planning, budgets, contributors, and staff
- Designed and laid out books for print publication
- Managed and supervised large team of volunteer staff for publications and events

Creative Writing Honors and Recognitions

Finalist, Just Buffalo Poetry Fellowship	04/24
Fellow, Desert Nights, Rising Stars Writers Conference, Arizona State University	10/23
Winner, Academy of American Poets' University & College Poetry Prize	05/23
Semi-Finalist, 92Y Discovery Contest	04/23
Semi-Finalist, LitFest Fellowship, Lighthouse Writers Workshop	03/23
Galway Kinnell Memorial Scholarship recipient, Community of Writers	06/21

Creative Writing Publications

" Four Questions for Cole Swensen ," <i>Colorado Review</i>	11/23
" The Colorado River (A to Z) ," Academy of American Poets	09/23
"Four Poems," <i>Spilled Milk Magazine</i> , Issue 01	11/15

Academic Distinctions and Service (Colorado State University)

Founding Chair, English Graduate Student Association (EGSA)	09/22 – 12/23
Member, Graduate Student Council, College of Liberal Arts	09/22 – 12/23
Professional Development Grant, Department of English	10/23
Officer, Organization of Graduate Student Writers (OGSW)	01/23 – 05/23
Moderator, E210: Intro to Creative Writing Undergraduate Workshops	09/22 – 05/23
Judge, Celebrating Undergraduate Research and Creativity (CURC)	04/23
Professional Development Grant, Department of English	02/23
Travel Grant, Graduate Student Council (GSC)	02/23
1 st Place, Distinction in Creativity, Graduate Student Showcase	11/22

Teaching and Speaking Engagements

"ABC, 123: Writing the Abecedarian," Desert Nights, Rising Stars Writers Conference, Tempe, AZ	10/23
"Writing the River," The Universities Council on Water Resources Conference, Fort Collins, CO	06/23
"Write, Teach, & Work After the MFA", Association of Writers and Writing Program, Seattle, WA	03/23
"Applying to the NEA Big Read," Panel chair and moderator, Arts Midwest	10/21
"Writing the Row," Community workshop, Roosevelt Row Academy	04/2
"Navigating Rough Terrain," Moderator, Tucson Festival of Books	03/20
"Going with the Flow," Craft Talk, Romance Writers of America	04/19
"Navigating the Writing World," Presentation, Wickenburg Literary Festival	04/19
"(Un)Charted Territory: Using Spreadsheets to Write Poetry," Changing Hands	04/19
"Community and You," Presentation, Phoenix Writers Club	01/19
"Poetry," Panel, Mesa Book Festival	12/18
"Short Stories," Panel, Desert Sleuths Sisters in Crime	08/18
"Writing Dance," Class with [nueBOX], Valley Bar	02/18
"Critical Writing," Presentation, Desert Nights, Rising Stars Writers Conference	02/17
"Crash Course in Publishing," Class, Phoenix Center for the Arts	01/17
"Publishing Panel & Anthology Release," Northern Arizona Book Festival	10/16
"Starting a Small Press," Presentation, Phoenix Writers Network	09/16
"Formatting Manuscripts & Keynote Session," Cirque De Livre, Brick Cave Media	05/16
"Trajectories," Panel, Night of the Open Door, ASU Polytechnic Campus	02/15
"Trajectories," Panel, Mesa Community College with Superstition Review	12/15
"Putting the Public Back in Publishing," Presentation, 2 nd Annual AZ Writer's Conference, Wilkes University	11/15
"Plenary Session," Panel, 1 st Annual Arizona Writer's Conference, Wilkes University	12/14
"Bridging the Virtual and the Real," Panel, Arizona State Poetry Society Fall Conference	11/14
"Publishing!," Panel, Copper State Poetry Slam	07/14

Collaborations, Commissions, and Public Art

"Prospector" and "Buffalo Tongue" with Dominique Montano, Old Firehouse Books	10/23
"Vigil," 7 th Avenue Streetscape project, City of Phoenix	04/18
"Waste," collaborative installation with mixed-media artist Denise Yaghmourian	01/18
<i>Rewilding</i> , collaborative artist book with environmental artist Lauren Strohacker	09/17
"Plant a Little Happiness," Bar Flies storytelling series, Valley Bar	01/16
"Mikey Waters is the Subject of History," commissioned response to My Own Private Idaho We/Here Film Series, Phoenix Art Museum	10/14

Grant Panelist Review

Tourwest, Western Arts Federation (WESTAF)	06/24
Colorado Creates, Colorado Creative Industries	06/23
General Support, City of Phoenix Office of Arts and Culture	05/23
NEA Big Read, Arts Midwest	03/23
Grants for Arts Projects, National Endowment for the Arts (NEA)	11/22
NEA Big Read, Arts Midwest	03/22
General Support II, City of Phoenix Office of Arts and Culture	05/21
A+CTION Grants, City of Phoenix Office of Arts and Culture	05/19
Community Investment Grants II, Arizona Commission on the Arts	05/17
Organizational Services Intern & Panel Assistant, Arizona Commission on the Arts	03/16 - 06/16

Other Professional and Community Service

Co-Chair, Planning Committee, Fort Collins Book Festival	06/23 - Present
Judge, Anthologies, Colorado Book Award, Colorado Humanities	05/23
Lead Moderator and Administrator, Central Phoenix Writing Workshop	09/11 - 06/22
Board Member, Northern Arizona Book Festival	08/21 - 06/22
Board Member and Treasurer, Tolsun Books	06/21 - 06/22
Programming Committee, Lit Net	11/21 - 06/22
Venture Devils Pitch Contest, J. Orin Edson Institute, Arizona State University	11/21
Member, Lit Net	06/20 - 08/21
Curator and Moderator, Get Lit monthly salon series, Valley Bar	05/16 - 06/21
Consultant, <i>Iron City Magazine</i>	04/19 - 04/21
Judge, Hotter than the Sun Youth Poetry Festival	03/20
Judge, Book Club juried show & exhibition, A-Buncha-Book-Artists	10/19
Judge, Poetry Out Loud, Local Competition	02/18
Consultant, Martin Donlin & Scottsdale Public Art, Scottsdale Airport	06/17
Curator and Host, Uptown P.E.N Open Mic and Reading Series, Practical Art	04/13 - 12/16
Selection Committee, City of Phoenix Poet Laureate	08/16
Statewide Outreach Committee, University of Arizona Poetry Center	01/15 - 08/16
Judge, Poetry Out Loud, Local Competition	02/16
Volunteer, Desert Nights, Rising Stars Writers Conference, Arizona State University	02/13 - 02/16

Editorial and Book Design

Associate Editor, <i>Colorado Review</i> , Colorado State University	01/23 - 12/23
Woodal, Lia. <i>Remove to Play: An Essay in Pieces</i> . Cupboard Pamphlet, 2020	2019
<i>Bar Flies: True Stories from the Early Years</i> . Bar Flies	2019
<i>Carl: The Eternal Optimist</i> . Joey Robert Parks and Carl Kunasek, White Tanks Press	2019
Taliaferro, Megan. <i>Reigh</i> . Seeking publication.	2018
Mehta, Jessica. <i>Bad Indian</i> . Brick Mantel Books, 2020	2018
Johnson, Yvette. <i>The Song and the Silence</i> . Atria Books, 2017.	2016
Associate Editor, <i>Hayden's Ferry Review</i> , Arizona State University	06/12 - 07/13

Student Theses

Committee Member, Master's Thesis Committee, Jesse Millard, ASU	05/22
2 nd Chair, Undergraduate Thesis Committee, Evan Anderson, ASU	11/17
2 nd Chair, Undergraduate Thesis Committee, Megan Atencia, ASU	05/17

Other Experience

Educator, Recovery Innovations Behavioral Health	09/12 - 01/13
Bartender & Server, Various restaurants	10/11 - 08/16

Training and Skills

<u>Language Skills</u> : Intermediate Spanish	Microsoft Office 365 & SharePoint
<u>Microsoft Office Suite</u> : Word, Excel, Outlook, etc.	<u>Adobe Suite</u> : Photoshop, InDesign, Illustrator

Newsletters and Mailing Lists: Salesforce, Constant Contact, Mailchimp, Mailjet

Website Development: Drupal 9, Sharepoint, Wordpress

Submission Managers: Submittable, DataArts, Smart Simple

Google Suite: Docs, Gmail, Drive, etc.

Surveys: Qualtrics, Survey Monkey

Social Media: Facebook, Twitter, Instagram, Hootsuite