

Lupita Gonzalez

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Education

Bachelor of Arts, May 2018
Saint Mary's University of Minnesota

Major: English
- 21 additional credits in Public Relations courses

Professional Experience

August 2018 – Present

Student Success Coach & Social Media Coordinator, City Year Chicago (Chicago, IL)

- Develop daily, differentiated lessons in literacy and math for 12 fourth grade students, while providing whole classroom support for 30 students
- Mentor six students in social-emotional learning through weekly reflective discussions and goal setting
- Provide after school academic support to a third grade class
- Analyze student data in attendance, behavior, and course performance
- Create and write monthly newsletters for Spencer Technology Academy City Year team
- Post original content on team's Instagram page – 54% increase in audience reach and 153% increase in impressions
- Serve as the the liaison between City Year Chicago and school team at Spencer

August 2017 – July 2018

Policy & Advocacy Coordinator, Know Your IX (Washington, D.C.)

- Educated high school and college students in the U.S. about their legal rights under Title IX to a safe education free from gender-based harms
- Trained, organized, and supported 35 students with Title IX advocacy efforts
- Advocated for policy change at the campus, state, and federal levels; primary focus was on Notice & Comment for the 2017 Interim Guidelines
- Represented the organization in a national webinar, *The Chronicle of Higher Education*, *USA Today*, and *Teen Vogue*

January 2018 – May 2018

Writing Research Intern, Women's Resource Center (Winona, MN)

- Analyzed recent data on sexual misconduct committed in the workplace in the state of Minnesota
- Researched and wrote abstracts for state, federal, civil, and criminal court cases in the state of Minnesota
- Created a 45-slide sexual misconduct education and prevention resource presentation
- Developed resource guides to explain how Title IX works and the disparities between Obama and Trump-era guidelines

June 2017 – August 2017

Marketing Fellow, Big Shoulders Fund (Chicago, IL)

- Assisted with website reconstruction for St. William School
- Implemented and created social media content for two inner-city Catholic elementary schools
- Canvassed throughout the city to promote the 77 Catholic schools within the Big Shoulders Fund network

May 2016 – August 2016

Marketing and Development Intern, Erie Family Health Center (Chicago, IL)

- Contributed content for Erie's blog, news articles, and internal communications
- Development for 60th anniversary, which included alumni and donor outreach; experience with RaisersEdge
- Updated all social media platforms and website on a weekly basis using HootSuite

Other Work Experience

- September 2016 – May 2018 **Writing Tutor, Saint Mary's University of Minnesota (Winona, MN)**
- Professor recommended position
 - Designated writing tutor for two 100 and 200-level writing courses
 - Assisted students of all majors strengthen all aspects of writing including structure, organization, target audience, and proper citations
- August 2015 – May 2018 **Administrative Assistant, Saint Mary's University of Minnesota (Winona, MN)**
- Provided office support for Student and Residence Life Office
 - Handled requests made by Dean of Students and Residence Life Director
 - Answered calls and questions from students and community members
- August 2015 – February 2017 **Admission Ambassador, Saint Mary's University of Minnesota (Winona, MN)**
- Communicated directly with Saint Mary's prospective high school students and encouraged them to apply to the university
 - Updated confidential information and admission data on Salesforce database
 - Aided admission staff with university events

Other Skills

Proficient in Microsoft Word, PowerPoint, and all social media platforms
Introductory experience with RaisersEdge, Google Analytics, and HootSuite
Strong written and verbal communication skills
Project Management
Spanish speaking proficiency