

Grace Mariana Rector

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EDUCATION

Georgetown University

Walsh School of Foreign Service

Major: Culture and Politics | Minor: Education, Inquiry and Justice

Washington, DC

August 2017 – May 2021

GPA: 3.74

WORK EXPERIENCE

International School Nido de Aguilas

Global Teaching Fellow

Santiago, Chile

June 2021 – present

- Teaches US history and global politics to 10th grade students from Chile, the USA, and other countries around the world with a focus on project-based learning, current events, and simulations integrated into learning objectives
- Participates in regular round tables with other fellows to develop teaching approaches in addition to professional development workshops where all high school teachers discuss various strategies to assessment

Beeck Center for Social Impact

Student Analyst Program Manager

Washington, DC

June 2020 – May 2021

- Manages key student analyst programs including professional development workshops and trainings for 15 students
- Facilitates and trains students to lead weekly discussion series focused on unpacking moral questions in social impact – student participants are ages 18-32
- Serves as liaison between 20+ staff and 15 students for programs, events, and communications

Student Engagement Analyst + Interim Communications Manager

September 2018 – May 2019

- Created flyers, Facebook events, Eventbrite events, and managed all social media accounts
- Formatted and wrote the biweekly Social Impact Opportunities Newsletter that reaches 700+ people
- Coordinated outside speakers once a week to talk about the overlays of their career and social impact

Aspen Tech Policy Hub

Program Assistant

Washington, DC

August 2020

- Co-developed curriculum for Technology Executive Leadership Initiative which included 25 senior level participants
- Researched engagement strategies for virtual teaching and delivered a presentation on inclusivity and diversity

Research for Ambassador Cynthia Schneider

Research Assistant

Washington, DC

June – August 2020

- Synthesized 80+ articles into summary documents for the ambassador's review
- Researched the question "How do the arts contribute to peacebuilding and positive peace in Bosnia, Rwanda, and Cambodia?" using journal articles, interviews with experts or civilians, and books.

Education Week

Development Intern

Washington, DC

January – February 2020

- Prepared the new General Operating Campaign through data analysis and outreach
- Supported the Vice President in tracking grants and targeting new fundraising prospects

Virtual Student Federal Service Internship — All Children Reading (USAID Project)

Social Media Intern

Washington, DC

January – February 2020

- Drafted all social media posts for 4,000+ followers and reviewed previous social media materials

Residential Living at Georgetown University

Residential Assistant for Explore DC Living Learning Community

Washington, DC

August 2018 – May 2019

- Planned all events and promoted such events through flyers and outreach for 52 residents from age 17-21
- Collaborated with five other RAs in residential hall to create large scale events for 300 residents and facilitated roommate mediation sessions and practiced crisis response and management during emergencies

INTERNATIONAL EXPERIENCE

Zene za Zene (Women for Women International)

Storytelling Intern

Sarajevo, Bosnia & Herzegovina

May – August 2019

- Interviewed 6 beneficiaries of the Democracy Academy and compiled them into 5 promotional videos
- Proofread and edited 4 key grant applications and wrote reports including the Canada Fund for Local Initiatives

Caritas Jordan

Intern and Volunteer

Amman, Jordan

May – August 2018

- Taught English and Arabic to Syrian refugees (ages 5-15) and volunteered in the humanitarian aid office
- Conducted data analysis

COMMUNITY ENGAGEMENT

Georgetown University Student Association (GUSA)

Washington, DC

Chief of Staff

February 2020 – present

- Facilitates and delivers training in staff meetings and serves as a liaison with 150 GUSA members and the Executive
- Manages budget of \$5000 and works with university administrators to advocate for students

Georgetown International Relations Club (GIRC)

Washington, DC

Director of Outreach and member of MUN Travel Team

August 2017 – May 2019

- Organized service and club engagement events and work with IRC Alumni to connect them with our students
- Managed a team of 5 sub-board members and allocated responsibilities for each event planned

North American Invitational Model United Nations Conference

Washington, DC

Director of Philanthropy

May 2018 – February 2019

- Raised \$16,000 for a charity through fundraising events and distributed \$50,000 of financial aid to students

TOP SKILLS

- Languages:
 - Modern Standard Arabic - Intermediate (speaking, reading and writing)
 - Spanish - Fluent (speaking, writing, and reading),
 - Bosnian – Intermediate Low (speaking), Beginner High (reading and writing)
 - Serbian – Intermediate Low, (speaking)
 - Croatian – Beginner High (speaking, reading, and writing)
- Technical: Salesforce, Foundations Directory Online, Adobe Access, Excel, video editing, filming, social media
- Other: Public speaking, networking, marketing, thematic learning, teamwork, problem solving, crisis responses