

# Kyra Alumna

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## SUMMARY

- Professional with five years of experience creating and facilitating programs to support the leadership and professional development of fellows and students from the US, Latin America, and Asia.
- Skilled in workshop delivery, event planning, multicultural mentorship, and fellowship programming.

## WORK EXPERIENCE

**Watson Foundation, Journal Reader** New York, NY, US Dec. 2021-Present

- Provide individualized mentorship via weekly journal correspondence with four Jeannette K. Watson Fellows completing internships to enhance their personal, professional, and cultural growth.

**Ewha Womans University, Program Assistant** Seoul, South Korea Aug. 2019- Dec. 2021

- Mentored 22 fellows in Ewha Global Empowerment Program, guiding them in developing, writing, and editing action-research papers and preparing engaging presentations.
- Supported planning and execution of two cultural study tours for fellows and international guests by coordinating with local partners to introduce Korean women's history.
- Evaluated week-long fellowship program convenings and forums for stakeholders to improve international higher education programs and empowerment initiatives in Asia.
- Managed logistics of 3-day international conference, organizing 44 presentation sessions, arranging travel reservations, and drafting invitations and communication materials.
- Maintained Editorial Manager system, streamlining workflows to track reviewer and author revisions.

**U.S Embassy Seoul, American Center, Lecturer** Seoul, South Korea Spring 2019

- Created first youth program on gender equality that reached 150 college students by designing and facilitating 10 culturally-sensitive workshops, and preparing engaging presentations and activities.

**Gary Graf Center, Case Manager** Waukegan, IL, US 2016-2017

- Set up and managed LGL donor management database to organize first holiday fundraiser.
- Collaborated with DACA students to organize and facilitate Know Your Rights workshops, creating bilingual resource guides and materials, coordinating speakers, and delivering information sessions.
- Maintained online platforms and in-house newsletter to celebrate client victories and increase outreach.

## FELLOWSHIPS

**Henry Luce Foundation, Luce Scholar** 2018-2019

**Bill & Melinda Gates Foundation, Gates Cambridge Scholar** 2017-2018

**Thomas J. Watson Foundation, Watson Fellow** 2015-2016

## EDUCATION

**University of Cambridge, Cambridge, UK** May 2019

MPhil in Multi-Disciplinary Gender Studies

**Swarthmore College, Swarthmore, PA** May 2015

BA in Sociology & Anthropology, minors in Gender & Sexuality Studies and Psychology