

PROFESSIONAL EXPERIENCE

Management Analyst

JUN 2013 - OCT 2014

Otero County Department of Human Services; La Junta, CO

- Researched and analyzed local, state, and federal public policies relating to human services.
- Evaluated and improved eligibility determinations for financial and medical assistance programs.
- Educated county staff and residents on the Affordable Care Act and Connect For Health Colorado.
- Supervised local Health Coverage Guide and helped promote Medicaid eligibility expansion.
- Collaborated with Otero Junior College, Workforce Center, and libraries on skill training initiatives.
- Authored and received Work Support Strategies grants for expanding digital records capabilities and creating a wage subsidy internship for qualified Otero County employers and adult residents.

Government Affairs Coordinator

JAN 2013 - APR 2013

Indiana Association of Cities and Towns; Indianapolis, IN

- Coordinated schedules and researched public policy proposals for Legislative Affairs Team.
- Apprised mayors and public officials on political and policy updates affecting their municipalities.
- Recruited and prepared mayors and city councilmen for House and Senate committee meetings.

Internship Director

JUL 2008 - JUN 2012

Indiana House Democratic Caucus; Indianapolis, IN

- Annually enlisted, hired, trained, and supervised legislative interns for House Democratic Caucus.
- Fostered relationships among legislative caucuses, student groups, and college administrators.
- Educated interns on public policy proposals and local, state, and federal bureaucratic operations.
- Cultivated interest in public service with department tours and meetings with executive officials.

Legislative Assistant

OCT 2006 - JUN 2012

Indiana General Assembly; Indianapolis, IN

- Analyzed policy and responded to constituent concerns on proposed legislation and regulations.
- Fielded concerns from environmental advocacy groups and relayed my legislators' positions on fossil fuel power production, coal ash removal, and interstate road expansions.
- Updated my legislators on renewable energy production, mineral and wildlife conservation strategies, solar power net metering, tax credits, and renewable energy standards.
- Served as constituent liaison to executive agencies, such as: Department of Natural Resources, Indiana Utility Regulatory Commission, and the Department of Environmental Management.
- Detailed scarce reporting requirements levied on Indiana hydraulic fracturing operations regarding the specific chemicals and amounts used in pressurized hydraulic fracturing fluids.

EDUCATION

Indiana University

AUG 2008 - DEC 2010

School of Public and Environmental Affairs; Indianapolis, IN

Master of Public Affairs, Concentration in Environmental Management

Indiana University

AUG 2001 - DEC 2005

Kelley School of Business; Bloomington, IN

Bachelor of Science in Business, Major in Management