

Ella Reed
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EDUCATION

UNIVERSITY OF RICHMOND Richmond, VA USA
May 2020

Pursuing a **Bachelor of Arts**

Majors: Physics, German, American Studies

GPA: 3.50

Awards: Dean's List, Fulbright Grant Finalist (Program Suspended due to COVID-19)

IES ABROAD VIENNA

Lived and studied in Vienna, Austria for four months as part of a study abroad program

Vienna, AUSTRIA
August 2018 – December 2018

FREIE UNIVERSITÄT BERLIN

Took part in a six week program to better my grasp on the German language and experience a new culture

• Enrolled in classes in German language and 100 years of German history in film, literature and art taught entirely in German

Berlin, GERMANY
Summer 2017

PROFESSIONAL EXPERIENCE

UNIVERSITY OF RICHMOND

Physics Grader

Grade homeworks and labs for a class of 18 students taking Physics 132

• Determine how many points each assignment is worth and grade for accuracy

Richmond, VA
January 2020 – May 2020

UNIVERSITY OF RICHMOND

German Language Teaching Assistant

Ran sessions to practice the German language outside of meetings with the German professor

• Taught an hour long class once a week in German

Richmond, VA
August 2019 – May 2020

U.S. SENATOR ROBERT CASEY JR.'S OFFICE

Intern

Worked alongside constituent service advocates and regional representatives to best represent and inform the senator

• Wrote congressional record on behalf of Senator Casey

• Attended and helped plan meetings between members of the community and Senator Casey

Philadelphia, PA
May 2019 - July 2019

MAYOR KENNEY'S REELECTION CAMPAIGN

Intern

Researched individual donors and organizations to aid in Mayor Kenney's re-election campaign

• Called constituents to extend invitations to fundraising events and to update their personal information

• Compiled donor biographies for Mayor Kenney

Philadelphia, PA
March 2019 - May 2019

ARMSTRONG HIGH SCHOOL

Mentor

Collaborated with the students of one of America's first historically black high schools to help them overcome challenges

• Conducted interviews with alumni to help the students gain a better understanding of school history

• Wrote a docudrama with 20 of the high school students to help gain funding and support for the school

Churchill, VA
August 2017- May 2019

THE FRANKLIN INSTITUTE

Museum Programs and Outreach Initiatives Intern

Supported staff in the production, coordination and implementation of Museum Programs events

• Researched, planned, and executed two original themed, museum-wide days

• Created training manuals for two individual event planning programs

• Researched innovative ways to teach STEM

Philadelphia, PA
June 2018 – August 2018

UNIVERSITY OF RICHMOND

Physics Lab Assistant

Worked as a professor's assistant to assist in the set-up of labs and ensure a smooth execution

• Answered students' questions about relevant equations and computational programs

• Retrieved necessary materials for the set-up and execution of the labs

Richmond, VA
January 2018- May 2018

LEADERSHIP EXPERIENCE

DELTA DELTA DELTA FRATERNITY

Vice President of Membership

• Oversee all plans for recruitment and retention of members within the chapter

• Serve as an expert on all collegiate and national chapter policies related to recruitment

New Member Educator

• Educated 30 new members on the sorority's values and ensured that they felt welcomed

• Planned events to help the new members assimilate into the sorority and bond with one another

Richmond, VA
January 2019- Present

January 2018-May 2018

WESTHAMPTON COLLEGE

Orientation Advisor

• Led a group of new students through an Orientation Program to help the transition into life at the University of Richmond

Richmond, VA
August 2017

LANGUAGES ENGLISH: native GERMAN: advanced
IT SKILLS Intertrac, Microsoft Word, Microsoft Excel, Mathematica, ICS Recruiter, Java proficiency
ACTIVITIES Delta Delta Delta Fraternity, Golden Key International Honor Society, Phi Eta Sigma Honor Society,
National Society of Leadership and Success, Orientation Advisor, Generation Action
VOLUNTEER St. Jude Hospital, Reinhart House, Wetlands Institute, Academy of Natural Sciences