

Emily Kirsch

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EDUCATION

SAINT LOUIS UNIVERSITY COLLEGE OF PUBLIC HEALTH AND SOCIAL JUSTICE

May 2018

Bachelor of Science in Public Health, minor in Spanish

GPA 4.0

- Summa Cum Laude, MLK Scholar and Alpha Sigma Nu Jesuit Honor Society Member

SAINT LOUIS UNIVERSITY MADRID CAMPUS—Madrid, Spain

Fall 2016

LOYOLA MARYMOUNT UNIVERSITY CASA STUDY ABROAD—Córdoba, Argentina

Spring 2017

WORK EXPERIENCE

HOLY FAMILY CATHOLIC HIGH SCHOOL—Victoria, MN

September 2021-Present

English Teacher

- Plan and implement lessons focusing on improving grammar, solidifying writing skills, increasing vocabulary, and introducing classic literature and modern issues
- Adapt classroom material to meet the academic needs of specific students and evaluate student's academic performance, classroom behavior, and social development during the transition to high school

AMIGOS DE JESUS HOGAR DE NIÑOS—Macuelizo, Honduras

July 2018-September 2021

Medical Coordinator

- Coordinated medical care for 150 children in Spanish by managing a small clinic, distributing daily medication, attending to daily health needs of the children, and responding to medical emergencies
- Advocated for the needs of the children within the Honduran medical system by communicating in Spanish and English with various medical and leadership teams to provide the best possible health outcomes for the children
- Acquired necessary professional care by scheduling and taking children to appointments, utilizing telemedicine, maintaining current medical records, and organizing a medical brigade
- Collaborated with the children's home leadership team to create a COVID-19 protocol and manage daily precautionary measures for the children and personnel

Volunteer Coordinator

- Ensured that volunteers' professional responsibilities are being carried out while acting as a liaison between the volunteers and the rest of the children's home leadership team
- Managed incoming volunteer teams through the onboarding process, training, and development, as well as providing emotional and professional support during their transition to serving in a rural children's home in Honduras

Teacher

- Taught 8th grade math in Spanish, substitute in English classrooms, and tutor students struggling in math and English

Communications Liaison

- Generated photographic and written content for social media platforms and a blog for the Amigos family and donors
- Communicated between U.S. and Honduran leadership to publish the most relevant content for the Amigos initiatives

DISCOVER SUMMER DAY CAMP FOR CHILDREN WITH AUTISM—Victoria, MN

Summers 2015-2017

Lead Counselor

- Designed, facilitated, and adjusted activities for children on the autism spectrum along with supporting direct care needs for each child to provide the opportunity for a traditional summer camp experience

VOLUNTEER EXPERIENCE

WORLD PEDIATRIC PROJECT—St. Louis, MO

September 2017-May 2018

- Collaborated on the logistics for families from Latin America receiving medical care in the US through language support, hospital visits, activity outings, and transportation

MICA PROGRAM—St. Louis, MO

August 2015-May 2018

Mentor and Small Group Leader

- Guided freshman as a mentor living with them in community and by facilitating a weekly small group
- Modeled practice of accompaniment and facilitated healthy ways to discuss social justice, faith, community, and service

SKILLS

Language: Fluent in Spanish

Certifications: Children Sexual Assault, Advanced Trauma Competent Care

Software: R Studio, Microsoft Office: Word, PowerPoint, Excel, Publisher

Qualities: Adaptability, Leadership, Communication, Organization, Efficiency, Problem Solving, Critical Thinking

December 28, 2021

Dear Hiring Manager,

I am writing to express my interest in positions centered on public health services, bilingual Spanish, nonprofit work, or international development positions. While completing my Bachelor of Science in Public Health at Saint Louis University, I was able to study the complex challenges facing our world and how to practically fill the needs that exist through a Christ-centered approach. My passion for connecting underserved populations with the resources they need was fostered during my public health studies and translated to three years of working in health services and as a volunteer coordinator at a children's home in Honduras, Amigos de Jesus. Through my various roles at the children's home, I was able to participate in the complexities of running an international nonprofit organization and how to quickly adapt in an ever-changing international environment. These experiences have prepared me for a career focused on addressing the multifaceted challenges that face many of God's children so that they can live the life they have been created to live.

At Amigos de Jesus, part of my role was serving as a Medical Coordinator for multiple years. In this role, I carried great responsibility as I managed the daily medical needs of 150 children and ensured the steps were taken to provide them the best medical care with limited financial resources. Advocacy, problem solving, creative decision making, and strong bilingual communication skills were critical for this care to be attained in the ever-fluctuating Honduran healthcare system. This past year also provided me with the chance to focus on organizational policy as I collaborated on the creation of protocol to maintain wellbeing for children and adults during the COVID-19 pandemic. I took part in making organizational level decisions based on that protocol as the children's home navigated the pandemic.

I have a passion for working in a service-centered field and ensuring that all populations, especially those facing difficult barriers, have their needs met. I would be honored to be a part of a team that truly seeks to serve others and follow Christ's example of reaching out to those on the margins. Thank you for your time and consideration. Please do not hesitate to reach out to me via email at emily.ann.kirsch@gmail.com or at 612-270-7847 if you would like further clarification on my education or work experience outlined in my resume. I look forward to hearing from you.

Sincerely,

Emily Kirsch