

Giuliana Gutierrez

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Education

Bachelors of Psychology, Minor in Natural Sciences of Education
University of California, Merced - Merced, California

Anticipated Graduation- June 2023

High School Diploma

Alliance Ted K. Tajima High School - Los Angeles, California

June 2020

Employment

AMP Intern

Alliance College-Ready Public Schools - Los Angeles, CA

July 2021 - Currently

- Mentor a caseload of 1-5 recent high school graduates (mentees)
- Guide mentees to complete necessary college/university documentation to ensure college fall enrollment
- Conduct monthly check-in meetings over Zoom, text, or phone calls
- Attend monthly professional development virtual meetings with staff from the Alliance Mentorship Program
- Submit monthly documentation of mentee interaction

Banker

Bank of America - Los Angeles, California

July 2020- August 2020

- Attended daily workshops such as how to budget your money, better ways to finance, etc
- Had to complete self-training
- Meet with our manager twice a week

Extracurricular

Co-Chair

Mujeres en Escalera - Los Angeles, CA

August 2018- August 2021

- Informational workshops: career path, preparation for college, and opportunities with paid internships.
- Was part of the leadership committee
- Co-Chair: responsibility included attending meetings and discussing events and field trip
- Attended weekly meetings regarding college and career development.
- Participated in activities, projects, and field trips.
- Helps Latina women with social and emotional development.

Volunteer Coordinator

Alliance Ted K. Tajima- Los Angeles, CA

August 2016 - June 2019

- Organizer for school events: homecoming, blood drives, career day, college signing day, etc
- Parent conference timekeeper and translation
- Helped make phone calls to parents

Volunteer

St. Anne's Family Services - Los Angeles, California

June 2019- August 2019

- Help my community by passing out food to those in need
- An office clerk.
- Helped file papers
- Make phone calls
- Created folders for teachers

Skills

- A great leader: Guide others on the right path to reach their goals.
- Teamwork: Able to communicate with others to have an effective outcome.
- Effective Listening: Engaging in conversation with my peers and others.
- Dedicated: Committed to any task given to me no matter how challenging it can be.
- Bilingual- Spanish/ English