

First Last

Quincy, MA 02169

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Education

Suffolk University

Bachelor of Arts, History major with minor in Biology

Boston, MA

Sep. 2016 – Present

- Major G.P.A. 3.6; overall G.P.A. 3.2

Relevant Coursework: Plants of North America, Environmental Science, Public History in Practice, Gateway to the Past: The Historian's Craft, History of Boston

Professional Experience

Paul Revere House

Intern

Boston, MA

Sep. – Dec. 2020

- Led guided tours of the restored 17th-century house to visitors from around the world under the direction of the Senior Internship Manager.
- Taught groups of up to 12 K-12 students about Paul Revere's Revolutionary-era legacy.
- Collected visitor experience data from exit surveys to improve presentation information.

Suffolk University Historical Society

Secretary (2019-2020); **Treasurer** (2018-2019)

Boston, MA

Sep. 2016 – May 2020

- As treasurer, oversaw the club's budget and finances for historically-themed events: inviting guest historians and hosting a President's Day Party.
- As secretary, managed meeting minutes, kept attendance records, and wrote club email newsletters and communications.

Suffolk University

Independent Historical Researcher

Boston, MA

Jan. – May 2020

- Under the supervision of historian Mercy Otis Warren, conducted an independent research project on women's domestic life during the American Revolution, including efforts to maintain kitchen gardens.

Suffolk University

Biology Research Assistant

Boston, MA

Sep. – Dec. 2019

- Under the supervision of professor John Audubon, assisted in collecting data on various plant and bird species in Massachusetts.
- Gained proficiency with landscaping tools as required by research.

Farmer's Almanac Co-Op

Sales Associate

Quincy, MA

Jun. 2016 – Present

- Organized the movement of fresh produce from local farms to customers.
- Managed the in-take of produce shipments and restocked shelves.

Skills:

Intermediate gardening skills (can seed and maintain kitchen gardens; basic landscaping; basic pest management)

Communication (verbal and written), teamwork, problem-solving, initiative, research