

# VERONICA R. SCHEIDLER

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## EXPERIENCE

**COLORADO STATE  
UNIVERSITY  
GRADUATE SCHOOL**  
FORT COLLINS, CO  
2017

### **STUDENT SERVICES COORDINATOR**

- Review students' proposed courses and advisory committees on their formal Program of Study to ensure compliance with curriculum requirements
- Review electronic thesis and dissertation submissions and advise on formatting revisions
- Work with graduate coordinators, advisors, and students to educate about and solve issues related to Graduate School policy

**SUMMIT & POUDRE  
SCHOOL DISTRICTS**  
COLORADO  
2015-2017

### **SUBSTITUTE TEACHER**

- Hold 3-year (February 2015-February 2018) Substitute Authorization Certificate from the Colorado Department of Education
- Managed classrooms and offer quality instruction in the absence of the regular teacher

**KEYSTONE SCIENCE  
SCHOOL**  
KEYSTONE, CO  
2015

### **CATCH AFTER SCHOOL PROGRAM COORDINATOR**

- Created daily lesson plans that incorporated information about health eating and 60-minutes of vigorous physical activity for students ages 5-10
- Managed two program assistants

**GENERATIONON**  
NEW YORK, NY  
2013-2014

### **COMMUNITY OUTREACH LIAISON**

- Worked with administrators and educators in a Title I East Harlem Public School to promote an institution-wide culture of service
- Developed best practices for community outreach to serve as a model for generationOn Schools nationally
- Collaborated to organize youth events that engaged 100+ participants in meaningful service around Family Volunteer Day, MLK Day, Global Youth Service Day, etc.
- Presented trainings on service-learning to groups including parents, teachers, and organizations

**NEIGHBORHOOD HOUSE**  
SALT LAKE CITY, UT  
2011-2013

### **COMMUNITY ENGAGEMENT COORDINATOR**

- Standardized the volunteer intake procedure through creating a Volunteer Manual and Handbook and established systems to accurately track volunteer data
- Increased the number of volunteer hours by over 50 percent over two years
- Managed the Neighborhood House Community Garden
- Coordinated corporate volunteer events that engaged 150-250
- Planned the annual Summer Celebration which brought together over 20 nonprofit partners and 400 guests
- Organized the creation of an outdoor photographic mural as part of the international Inside Out Project

**ST. MARGARET'S HOUSE**  
LONDON, UK  
SUMMER 2011

### **CHARITY DEVELOPMENT VOLUNTEER**

- Implemented a program where professional attire from the organization's thrift store was donated to low-income individuals seeking work
- Worked with the Bangladeshi Parents and Carers Association to host a community summer soirée
- Provided support in the planning of "The Family Fringe," a series of month long art and performance workshops for youth and families that culminated in community shows

## EDUCATION

**COLORADO STATE  
UNIVERSITY**  
ANTICIPATED GRADUATION:  
MAY 2018

**MASTER OF EDUCATION: ADULT EDUCATION AND TRAINING**

**Relevant Coursework:** Experiential Education Seminar, Adult Learning, Education for Multicultural and Special Populations

**Current GPA:** 4.0

**NEW YORK UNIVERSITY**  
SEPTEMBER 2010

**MASTER OF ARTS: ITALIAN STUDIES: LANGUAGE AND CIVILIZATION**

**Relevant Coursework:** Community Service in Italian

**GPA:** 4.0

**BRIGHAM YOUNG  
UNIVERSITY**  
AUGUST 2009

**BACHELOR OF ARTS: HUMANITIES: HISTORY EMPHASIS**

Magna Cum Laude

## CONFERENCE PRESENTATIONS

**AMERICAN ASSOCIATION  
OF ADULT AND  
CONTINUING EDUCATION**  
October 2017-Memphis, TN

-Service-Learning for Critical Empowerment in Adult Education [*ACCEPTED*]

-An Educational Caste System: Intergenerational Literacy and Social Mobility in the United States and Germany [*ACCEPTED*]

**CSU DIVERSITY  
SYMPOSIUM**  
September 2017-Fort Collins, CO

-Challenging Charity: Creating Service Opportunities for All [*ACCEPTED*]

**MOUNTAIN PLAINS ADULT  
EDUCATION  
ASSOCIATION**  
April 2017-Salt Lake City, UT

-Service-Learning for Student Empowerment

**SERVICE-LEARNING NEW  
JERSEY**  
July 2014-Union, NJ

-Creating an Ethic of Service at Your School—Before and After the School Day

-Panel Moderator: Effective Partnerships Between Schools and Nonprofits.

## SKILLS & INTERESTS

-CPR/First Aid/AED Certified

-Completed United Way Volunteer Management Training Series, 2013

-Excellent Italian Language Skills

-Cello—have played in community symphonies

**REFERENCES AVAILABLE UPON REQUEST**