

Dolly Reaves

828-964-7000

1 Still Pond Ct

Durham, NC 27713

d.carlene.reaves@gmail.com

Objective:

My one major goal in life is to help others by creating a positive impact in people's lives. I translate this objective through everything I do by going the extra mile to serve.

Education:

- *East Carolina University; August 2008- May 2009*
- *Caldwell Community College May 2013- July 2014, Associate's in Arts; GPA, 3.705*
- *Appalachian State University August, 2014- December, 2015; B.S. Political Science- Public Administration; GPA, 3.45.*
- *Southern New Hampshire University, August, 2016- currently enrolled; M.S. Political Science*

Work History and Experience:

Intern for Transforming Hope Ministries, Durham N.C.; August, 2015- December, 2015

- *Speaking at events about human trafficking*
- *Assisting as liaison in press communications*
- *Networking with schools and community organizations*
- *Drafting public policy with NC Representative, Dennis Riddell, to include human trafficking in public school curriculum*

Breastfeeding Peer Counselor for WIC (Women, Infants, and Children); May, 2013- July, 2015

- *Effectively engaging and working closely with clients to give a personal experience*
- *Reaching out to the community to create a network of partners in business and government*
- *Giving presentations and educating staff on related topics given*
- *Training staff on policies and procedures*

Volunteer for High Country Local First; August, 2014- March, 2015

- *Coordinating with team members to effectively complete goals for projects*
- *Plan budgets and properly follow up on expenses*
- *Lead committee for Farm to School grant program*
- *Proactively work with community partners for fundraising and grant writing*

Skills:

- *Excellent communication and customer service skills*
- *Well organized*
- *Highly prioritized and motivated*
- *Knowledgeable with Microsoft Word, Excel, PowerPoint*
- *Public Speaking*

Awards:

- *Letter of Honor 2005; Lamp of Honor 2006, 2007, 2008 awarded each year with a GPA of 3.25 or higher*
- *Boone Women's Worthwhile Club Scholarship, given based on GPA and essay contest*
- *Dr. Edward M. Allen, Jr. Scholarship in Political Science, given with GPA above 3.25 and teacher recommendation*

References are available upon request.