

Karina Nava (knava@umich.edu)
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Education

University of Michigan – Dearborn | Dearborn, MI

- Bachelor of Arts | May 2020 | GPA: 2.90
- Major: Mathematics | Minor: Spanish | Education Program | Secondary Education (Teacher Certification)

Work Experience

Orientation Program Assistant | University of Michigan – Dearborn | Dearborn, MI | January 2018 – Present

- Serve as a leader to new orientation leaders
- Coordinate and facilitate orientation leader training
- Serve as “go to” person during orientation programs

Student Assistant | Office of Institutional Advancement | UM-Dearborn | Dearborn, MI | October 2017 - Present

- Assisting the Events Coordinator
- Assisting the front desk by answering calls and greeting guests
- Planning events and preparing materials for event

Fellow | Tri-Campus Fellowship - University of Michigan - Dearborn | Dearborn, MI | May 2017 – November 2017

- Worked along with 4 other fellows from the Ann Arbor & Flint campus
- Planned for the Summit for Engaged Leadership 2017
- Recruited student and community speakers

Orientation Leader | University of Michigan – Dearborn | Dearborn, MI | March 2017 – December 2017

- Led new students and their parents on a campus tour
- Represented the University of Michigan – Dearborn in a proud and professional manner
- Helped first year student register for classes
- Worked as a team to give a warm welcome to parents and future wolverines

Leadership & Co – Curricular Activities

- **Vice-President 2017-2018, Opportunity Scholarship Program**
 - Assist the President & committee chairs
 - Facilitate committee related conversations during Leadership Advisory Board meetings
 - Represent the OpScholar Program on and off campus
- **Alternative Spring Break (ASB) Site Leader 2018 – Cleveland, OH**
 - Maintained communication with ASB participants regarding pre and post trip details
 - Collected and tracked participant paperwork
 - Conducted reflection activities during trip, icebreakers and team building activities
 - Served as a liaison with the site manager
 - Enforced program policies, including the drug and alcohol policy
- **Mentor, Leaders and Best: Creating Opportunity through Mentoring, Opportunity Scholars Program**
 - Guide mentees through the transition from high school to college
 - Invite and join mentees to events on campus, specifically the OpScholar Program events
 - Email mentees to check in at the beginning, middle, and end of the semester
 - Offer advice regarding time management, exams, studying etc.
- **Alternative Spring Break (ASB) 2017 – Cleveland, OH**
 - Attended weekly meetings to plan and prepare for ASB
 - Coordinated fundraising collaborations with local businesses
 - Learned about and served at various non-profit locations (Ex. Men’s Shelter, PNC Fairfax Connection, Providence House, etc.)

Honors & Awards

- 2018 Difference Maker – University of Michigan-Dearborn
- 2017 Emerging Leader – University of Michigan-Dearborn