

DEREK RAFAEL JIMENEZ

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EDUCATION

Colorado College, Colorado Springs, CO Dec. 2015

Bachelor of Arts, Major: Political Science, Minor: Nonviolence

Honors: Colorado College Endowment Scholarship, 2004 Community Service Student of the Year Nominee,
American Institute of Research Scholarship, Horace Work Music Scholarship, Myrtle Bridges Music Scholarship

Relevant Coursework: Political Dynamics, Comparative Politics in Latin America, Civil Rights Movements, Gender
and Politics, Minority Politics

The London School of Economics and Political Science, London, UK Summer 2013

Modern British Politics, 4.0 GPA

EXPERIENCE

Department Assistant Sept. – Dec. 2015

Southwest Studies Department, Colorado College, Colorado Springs, CO

Nov. – May 2014

- Managed Department Office, assisted with customer service, and answered and responded to department emails and phone calls
- Assisted seven Southwest Studies faculty members with general administrative duties and responsibilities
- Maintained upkeep of weekly paperwork and time-crucial documents for the Native American Student Union (NASU) and the American Indian Science & Engineering Society (AISES)

Office of the Director and Office of Equal Opportunity Programs Intern May – Aug. 2015

National Science Foundation (NSF), Arlington, VA

- Created the Standard Operating Procedure manual for Special Emphasis Program Managers currently utilized by the NSF
- Designed and created an interactive online database of information for the NSF's official government website
- Attended legal briefings, hearings, and settlements regarding NSF discrimination complaints
- Completed Managing a Special Emphasis Program, United States Department of Agriculture Graduate School, Seattle, WA

LEADERSHIP AND COMMUNITY INVOLVEMENT

Vice-President and Member Aug. 2013 – Dec. 2015

Native American Student Union (NASU), Colorado College, Colorado Springs, CO

- Oversaw NASU Board of Directors, organizing and conducting weekly Board of Directors meetings
- Organized and presided over weekly NASU meeting and sustained open communication with all NASU members
- Coordinated special group events, campus-wide activities, conferences, guest speakers, and fundraisers
- Maintained active NASU membership since Aug. 2013

Action Committee Voting Member Aug. – Dec. 2015

Political Science Department, Colorado College, Colorado Springs, CO

- Voted at weekly meetings on varying issues affecting and involving the Political Science Department
- Advised the Political Science Department on student concerns and helped guide the direction of department
- Organized and attended numerous departmental events and activities

LANGUAGE AND COMPUTER SKILLS

Conversational Spanish

Microsoft Office