

Greta Seidohl

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EXPERIENCE

Intern at Intercambio Uniting Communities

Aug '16 to Present

Boulder, CO

Volunteer teacher of English skills to the immigrant community of the Boulder area. Assisting with coordinating and executing events that connect people across cultural lines.

Customer Operations Specialist at SinglePlatform

Nov '14 to June '16

New York, NY

Started as a temp and moved to full time. Working within the Customer Success Department towards more efficient and effective operations for internal processes and external communications.

Temporary Worker at Gainor Staffing

Aug '14 to Apr '15

New York, NY

Working on temporary assignments in the administrative field. Single day to week or more assignments. Sometimes on only hours notice with little to no training. Needed to be fast to pick up systems and procedures.

Founder and Organizer of WIGS

May '13, May '14

Appleton, WI

As founder of the Women and Identity in Gaming Symposium, I was responsible for a volunteer committee, fundraising, coordinating international and domestic speakers, discussion forums, and hands on activities, managed a substantial budget that almost tripled after our first year.

Class Coordinator at Fox Valley Literacy Council

Aug '13 to June '14

Appleton, WI

Worked with a local literacy council to offer computer literacy class to ESL Adults. Attendees spoke 5+ languages. Lead group of a dozen volunteers for weekly classes. Highest attendance was 20+, averaged 12.

Floor Manager at Angela's Bistro

Dec '10 to Aug '12

Alameda, CA

After promotion from server, assisted in scheduled 15+ person front of house staff. Worked under a board of directors and coordinated with head chef and local wineries to implement events. Continued my work as a floor server, oversaw customer satisfaction, regularly opened and closed restaurant.

Server at Freshta Catering, Inc.

Dec '10 to Aug '12

Alameda, CA

Event-based employment to staff events at local wineries, often fundraisers for local charities. Assisted with pre-event kitchen preparations, as well as overseeing staff and serving responsibilities.

Server at Big Sand Lake Club

May '10 to Aug '10

Phelps, WI

Served patrons at a private club. Worked with chef and club manager to serve meals and buffets.

Student Supervisor at Bon Appetit

Sept '09 to Nov '10

Appleton, WI

Managed dozens of student workers in both front and back of house.

Executive Assistant at Samaritan Services

June '09 to Sept '09

Iron River, MI

Fundraiser organizer and grant writer for brand new homeless shelter and counseling center.

SERVICE

College

Lambda Alpha (Anthropology Honors Society)
Residence Life Manager for Gaming House '13-'14
Formal Group Housing Selection Committee '13-14
Outreach Coordinator for Gaming House '12-'13

Volunteer Experience

Women and Identity in Gaming Symposium (Founder)
UU Church of Boulder (Board Secretary, YA Leader)

EDUCATION

Meadville Lombard Theological School
Candidate for M.Div., Class of '19

Lawrence University
B.A. Anthropology, Class of '14

Conserve School
Environmental School, Class of '09