

Ian Henderson

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Skills

- **Software applications:** Microsoft Office (Word, Outlook, Excel, and PowerPoint), Salesforce, Squarespace, and Weebly
- **Other Languages:** Japanese

WORK EXPERIENCE

Office of Orange County Treasurer-Tax Collector Shari Freidenrich , Santa Ana, CA (February 2021 – August 2021)

Acting Communications Manager

- Perform communications for Orange County Treasurer-Tax Collector Shari Freidenrich as primary spokesman. Executed by writing press releases, speaking to the press, communications and coordination with other county departments, keeping a web presence (Treasury Website and all Social Media Platforms), email distributions, and sending newsletter.

Office of Orange County Supervisor Michelle Steel, 2nd District, Santa Ana, CA (November 2019 – January 2021)

Communications Director

- Primary spokesman for Orange County Supervisor Michelle Steel. Responsible for all press releases, newsletters, op-eds, speechwriting, managing social media, scheduling and prepping media interviews, speaking to the press as well as coordination with various local, state, federal entities and foreign dignitaries.

The Epoch Times, Irvine, CA

(April 2019 – November 2019)

California Reporter

- Covered the latest news and interviewed prominent individuals pertaining California related events. Topics ranged from politics, business, natural disasters, education, law and order, tech, immigration and more.

SoCal Tutoring, Orange County, CA

(January 2019 - December 2019)

Founder / Managing Director

- Founded and managed SoCal Tutoring, a small tutoring company that utilized freelance tutors to assist college students in their academic coursework. All of my tutors had degrees from accredited universities and were proficient in their subject material. In addition to tutoring in coursework, my business provided college and transfer application assistance, resume assistance, and cover letter editing.

The Congressional Leadership Fund, Tustin, CA

(May 2018-November 2018)

Orange County Field Director

- Managed the Congressional Leadership Fund's field office for Orange County, overseeing races in both California's 45th and 48th Congressional Districts. Executed by supervising and coordinating over 30 staffers and interns as they surveyed voters in the district by phone banking and door knocking in favor of the candidates that Congressional Leadership Fund was supporting. Conducted monthly office budget and expenses, hired and trained new office staff and interns as well as oversaw opposition research. My office was responsible for over 1.5 million voter contacts during the 2018 midterm election season.

Prager University, Los Angeles, CA

(July 2017-April 2018)

Development Coordinator

- Identified, cultivated, and maintained relationships with donors in assigned categories of giving, assisted in running fundraising campaigns, projects and events, maintained records of past/ongoing gifts, donor reasons for giving and connections to other donors. Utilized Salesforce to maintain accurate database of donor info, giving history, contacts, etc.

EDUCATION

University of California, Los Angeles (UCLA)

(September 2015 – June 2017)

Bachelor of Arts - BA, Political Science

GPA: 3.753

- Involvement: International Christian University Political Science Study Abroad Program (Tokyo, Japan)