

## Summary

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Passionate about human cognition, personal transformation, and social justice. I possess a proven track record of meeting deadlines in high-pressure situations and applying strong internal and external problem-solving capabilities. Reliable and organized team member who takes ownership over projects and sees them to completion. Abilities include:

- Building and maintaining lasting relationships with clients and colleagues
- Taking initiative and proactively addressing concerns or challenges
- Motivated to perform in unstructured and virtual environments with little need for handholding

## Professional Experience

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### Book Project Manager

**November 2023 – November 2025**

- Successfully planned, researched, and completed a debut non-fiction book manuscript (expanded consciousness - 333 pages), adhering to a rigorous self-imposed writing and editing schedule.
- Applied advanced research and critical analysis skills to synthesize complex information, positioning the book as an authoritative work in the field of consciousness and quantum physics.
- Currently leading the pre-publication phase, including securing representation for the 2026 launch.
- Managed all phases of the creative and production lifecycle, from concept and initial drafting to structural editing.

### New Jersey Department of State, Office of Lt. Governor

**January 2024 – February 2025**

#### Community Outreach Specialist Intern Trenton, New Jersey, USA

- Developed engaging social media content highlighting the importance of voting and individual civic participation during NJ Civic Learning Week and Voter Registration Week.
- Collaborated with the Department of State and Lt. Governor's senior staff on research projects, contributing to written materials and deliverables.
- Provided guidance and support to internal and external partners on organizing effective voter registration drives in their communities.
- Actively participated as a member of the Department's Civic and Voter Education Team, contributing to broader civic engagement initiatives.

### Eagleton Institute of Politics, Center for Youth Political Participation

**August 2023 – June 2024**

#### Research Assistant New Brunswick, New Jersey, USA

- Managing the Young elected Leaders Project (YELP), including data collection and analysis on the age, gender, and racial composition of political entities across the United States.
- Maintaining and updating the YELP website ensuring it provides comprehensive information on political candidates, election statistics, and general election-related content.
- Responding to data requests and cross-referencing age data for accuracy, and sourcing age estimates and findings.
- Writes press releases detailing the trends and information regarding data relation age, race, and gender demographics across the United States.

### Rutgers University, Center for Research on Ending Violence

**January 2022 – June 2023**

#### Research Assistant New Brunswick, New Jersey, USA

- Support Program Director in monthly and quarterly data collection and reporting.
- Monitor and document key metrics to evaluate efficacy of VPVA programs and training in each office.
- Research current programming and events to share best practices and organize final report.
- Responsible for data collection, evaluation, analysis, and reporting on how to improve training.

### Robert Wood Johnson Medical School

**August 2022- April 2023**

#### Social Work Intern Piscataway, New Jersey, USA

- Organize weekly community outreach at Elijah's Promise to recruit uninsured patients for the Eric B Chandler Medical Center's Homeless and Indigent Population Health Outreach Program Promise Clinic.

- Collaborate and train student doctor teams to ensure that patients' social needs are properly screened and addressed during their medical appointments.
- Connect patients to community resources like housing, food, employment, and mental health services.
- Liaise with the Middlesex County Sexual Assault Coalition to keep up-to-date with services available.

### **Rutgers University, Center for Research on Ending Violence** **2021 – 2022**

**Training Program Assistant** New Brunswick, New Jersey, USA

- Oversaw the Center's Violence Against Women & Children professional certificate program.
- Managed enrollment, tracking participants for series completion, graduation planning and final reporting.
- Audited online and in-person course curriculum to ensure relevance and current research was used.
- Created interactive learning activities to help improve the virtual learning experience.

### **Middlesex County College** **2019 – 2021**

**Peer Writing Tutor** Edison, New Jersey, USA

- Worked hand-in-hand with students from brainstorming and rough drafts to final submission.
- Guided students in finding, reading, and citing research articles and journal.

### **British Airways Ghana** **2013**

**Customer Service Representative** Kotoka International Airport, Accra, Ghana

- Resolve pre-travel customer issues and enquires about flight departures and arrivals.
- Make empowered decisions which take into consideration the balance between the customer and business needs.

## **Education**

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### **The OMnium University™** **June 2025 - present**

Online

- Energy Medicine – Healers Program Series

### **Rutgers School of Graduate Studies** **2023 - 2025**

New Brunswick, New Jersey, USA

- Political Science – United Nations and Global Policy Studies
- GPA: 3.9

### **Eagleton Graduate Fellow** **2023 - 2024**

Eagleton Institute of Politics, Rutgers University

### **Rutgers University** **2021 - 2023**

New Brunswick, New Jersey, USA

- Major - Social Work
  - Graduated #1 out of 6412 members SAS Class
- GPA: 4.0

### **Middlesex College** **2021**

Edison, New Jersey, USA

- Associate Degree - Liberal Arts Psychology
  - Phi Theta Kappa Honor Society
- GPA: 3.9

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## **Awards, Certifications, and Training**

### **Matthew Leydt Society** **2023**

Rutgers University, Brunswick, New Jersey, USA

### **Dean's Excellence Award** **2023-2024**

Rutgers University, Brunswick, New Jersey, USA

### **School of Arts and Science Excellence Award** **2023**

Rutgers University, Brunswick, New Jersey, USA

<b>Phi Alpha, National Social Work Honor Society Member</b>	<b>2023</b>
<b>Rutgers University Domestic Violence Response Team</b> <i>New Brunswick, New Jersey, USA</i> <ul style="list-style-type: none"> <li>Confidential Crisis Response Advocate Training</li> </ul>	<b>2022 - 2023</b>
<b>Dr. Paul Shane Annual Policy Symposium</b> <i>New Brunswick, New Jersey, USA</i>	<b>2022</b>
<b>Susan N. Wilson Leadership Program, Rutgers University</b> <i>Center for American Women in Politics, New Brunswick, New Jersey, USA</i>	<b>2021</b>
<b>Volunteer</b>	
<b>UStrive Online Mentoring</b> <ul style="list-style-type: none"> <li>Mentor</li> </ul>	<b>June 2025 - Present</b>
<b>Office for Violence Prevention and Victim Assistance</b> <i>Rutgers University, New Brunswick, New Jersey, USA</i> <ul style="list-style-type: none"> <li>Confidential Crisis Response Advocate</li> </ul>	<b>2022 - 2023</b>
<b>Healthy Active Minds</b> <i>Middlesex College, Edison, New Jersey, USA</i> <ul style="list-style-type: none"> <li>President</li> </ul>	<b>2019 - 2021</b>
<b>National Patriotic Party (NPP)</b> <i>Accra, Ghana</i> <ul style="list-style-type: none"> <li>Fundraising Team</li> </ul>	<b>2016</b>
<b>National Democratic Party (NDC)</b> <i>Accra, Ghana</i> <ul style="list-style-type: none"> <li>Community Education Team</li> </ul>	<b>2012</b>