

# Tessa Miles

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## » Education

**University of Missouri**, Columbia, Missouri

Graduation Date: May 2017

- Bachelor of Arts, Psychology | Bachelor of Arts, Romance Languages - Spanish
- Minors: Sociology & Multicultural Certificate

## » Work Experience

**Phillips Hardy Inc.**, *Administrative Assistant*

July 2016 – May 2017

Columbia, Missouri

- Assisted in creating and processing of subcontracts and essential documents
- Managed procedures to streamline processes and achieve organizational objectives
- Contributed to overall work culture by increasing efficiency

## » Research Experience

**Social Cognitive Neuroscience Lab**, *Undergraduate Research Assistant*

February 2015 – May 2015

University of Missouri, Columbia, Missouri

- Video Games, Testosterone, and Aggression
- Responsible for consenting participants and running participants through study, including taking rough measurements of prenatal hormone exposure and setting up computer tasks

**Health Behaviors Lab**, *Undergraduate Research Assistant*

August 2014 – December 2014

University of Missouri, Columbia, Missouri

- Personalized Drinking Feedback: An Event-Specific Text-Message Intervention, National Institute on Alcohol Abuse and Alcoholism
- Project was a randomized controlled trial, evaluating a brief alcohol intervention for college students
- Responsible for participant recruitment, consenting participants, and scheduling follow-up assessments

## » Volunteer Experience

**Mizzou Alternative Breaks**

*Site Leader* | Outreach360, Jinotega, Nicaragua

January 2017

- Led 18 selected participants with co-site leader for 40 hours of service
- Educated participants on topics of education, poverty, and volunteering
- Taught English to focus on education as sustainable solution to many issues of rural poverty

*Participant* | Outreach360, Jinotega, Nicaragua

January 2016

- One of 18 participants selected for 40 hours of service
- Taught English through summer language-learning camps by using English immersion techniques
- Broadened Nicaraguan cultural understanding through activities and excursions organized by Outreach360

*Participant* | Outreach360, Monte Cristi, Dominican Republic

January 2015

- One of 18 participants selected for 40 hours of service
- Focused on education for children as sustainable solution to many issues of rural poverty
- Broadened Dominican cultural understanding through activities and excursions organized by Outreach360

*Participant* | Carolina Tiger Rescue, Pittsboro, North Carolina

March 2014

- One of 12 participants selected for 40 hours of service
- Cut and cleared foliage to provide more area for future expansion

## » Leadership Experience

**Asian American Association**

President

April 2016 – April 2017

Secretary

April 2015 – April 2016

Social Chair

April 2014 – April 2015

**Midwest Asian American Students Union**

Communications Chair

April 2016 – April 2017

Secretary

April 2015 – April 2016

**Women of Color Retreat Planning Committee**

Logistics and Registration

April 2016 – November 2016

Logistics and Registration

February 2015 – November 2015

## » Honors and Activities

**Dean's List**, *College of Arts and Science*

Fall 2013 – May 2017

- Maintained a 3.0 cumulative GPA and a 3.0 most-recent-term GPA

**Member**, *Phi Sigma Pi National Honor Fraternity*

April 2014 – May 2017

- Participated in various events revolving around leadership, scholarship, and fellowship