**Zandra Fleming**   
(781) 655-0000 | zflemming@mail.smcvt.edu |www.linkedinprofilezandrafleming.com

Current student passionate about community service and social justice looking to continue in this field by pursuing a job for a non-profit organization. Possesses strong leadership skills developed through various experience and multiple leadership trainings.

**EDUCATION**

Saint Michael’s College, Colchester, VT

B. A. Gender Studies, Minor in Spanish, Anticipated 2022; GPA 3.3

**PROFESSIONAL EXPERIENCE**

Sept. 2018-Present Center for Multicultural Affairs, Saint Michael’s College

**Assistant to the Director** (Sept. 2020-Present)

Promoted from previous position as a staff member; work closely with the director to: organize events, collaborate with students and faculty, develop a resource center for students of color.

**Staff Member** (Sept. 2018-May 2020)

Advertised events and greeted visitors at the center.

Jan. 2019-Dec. 2019 Steps to End Domestic Violence, Burlington, VT

**Community Engagement Intern** (June 2019-December 2019)

Worked with community partners, represented the organization at public events, advertised, hosted fundraisers, wrote press releases, designed pamphlets.

**Education Intern** (Jan. 2019-May 2019)

Created support systems for male-identified survivors, provided prevention resources for male-identified allies, partnered with community organizations, supported the development of a new name for the organization, assisted with new website content, collaborated with staff, organized educational events.

Jan. 2019-Present SMC Feminist Club, Saint Michael’s College

**President** (Sept. 2019-Present)

Direct weekly meetings, delegate tasks, coordinate advertising, plan and

execute community events, work collaboratively with faculty and staff, manage club social media accounts, educate the community.

**LEADERSHIP TRAINING**

June 2018 **New England Women’s Leadership Conference**, Saint Anselm College, Manchester, NH

Attended as a student to learn about: the political process, public speaking,

leadership skills, professional communication, and networking.

June 2019 **Crisis Worker Privilege Training**, Steps to End Domestic Violence, Burlington, VT

Trained in the organization’s services and victim support.

March 2020 **USSA National Student Power Summit**, Washington, D.C.

Trained in various social justice fields including: disability justice, sexual

violence, militarization of the police, race relations, engagement in politics, education justice, and workers’ rights.

**WORK EXPERIENCE**

March 2018-Present Comfort Inn and Suites, South Burlington, VT

**Front Desk Associate**

Work directly with customers to resolve complaints, answer phone calls,

organize front desk area, tender money, collaborate with others.