**Zoey Paredes**

e: [zparedes2289@gmail.com](mailto:zparedes2289@gmail.com) | p: (623) 308-4574 | [LinkedIn](http://www.linkedin.com/in/%20zoey-paredes)

I am a first-generation Senior at Arizona State University whose passion is to advocate for educators, students and staff through the craft and profession of law, advocacy, and research.

**PROFESSIONAL HOMERUNS**

* Conducted high-level research on the coverage of COVID-19, small businesses, and Latinos from March 2020 – March 2023 using data and text analysis methods with the Center for Latina/os and American Politics Research.
* Improved over a dozen K-5th grade students’ mastery of Arizona Academics Standards in Reading, Writing, and Math; Mastered 80 standards in two months.

**EDUCATION**

**Arizona State University May 2024**

*Political Science, Secondary Education Tempe, AZ*

* **GPA:** 4.0

**ACCOMPLISHMENTS**

* Dean’s List: All eight semesters of undergrad
* ASU School of Politics and Global Studies Junior Fellow – Fall 2022.
* Emerging Undergraduate Scholar for the Center for Latina/os American Politics Research (CLAPR).
* New American University Scholar – Fall 2020-Present.

**SKILLS**

* **Policy Analysis:** Bill summarization and brief writing, policy suggestions and stakeholdering, bill summarization
* **Data Analytics:** R Studio/R, Excel, Textual analysis, Quantitative measurement, and indicators.

**ORGANIZATIONAL-BASED TEACHING SKILLS**

* **Communication:** Instructing, Collaboration, Facilitation of learning, Mentoring, Written communication, Leading discussions & meetings, Active listening.
* **Organization:** Lesson planning, Classroom rules & procedures, Classroom management, Maintaining records of grades or achievements, Time management, Multitasking.
* **Subject Area Knowledge:** Preparing lesson content, creating resources.

**PROFESSIONAL EXPERIENCE**

**Democratic Policy Intern January 2024 – Present**

*Arizona State Senate Phoenix, AZ*

* Conducted background research on legislation.
* Wrote bill summaries and briefings for legislators.
* Presented briefings and amendments to legislators.
* Communicated with legislators, state agencies and branches, lobbyists, and stake holders.
* Attended and staffed the Senate Education and Natural Resources, Energy and Water committees.

**Sergeant at Arms January 2024 – Present**

*Lambda Sigma Gamma Sorority, Incorporated Tempe, AZ*

* Maintained the pillar of Professionalism at all Chapter events, meetings and fundraisers.
* Enforced business casual dress code and decorum for every active member.
* Mediated conversations between sisters.
* Upheld Robert’s Rules of Order.

**Assistant Research Analyst August 2022 – Present**

*Center for Latina/os American Politics Research Tempe, AZ*

* Led on launching a policy-focused platforms for sustained research, policy makers, and practitioner collaborations.
* Led Assistant Research Analyst for textual analysis project investigating news media narratives of Latinos. Covid19, and small businesses. Drove research meetings with UCLA and faculty members.
* Develop graphics and logos for CLAPR.
* Facilitate peer-mentoring for career preparation resources.
* Produced special project, the State of Latinos and Issue X. Including brainstorming, drafting templates and reports, and networking.

**Community Outreach & Education Intern August 2023 – December 2023**

*Arizona Attorney General’s Office Phoenix, AZ*

* Equipped constituents with the knowledge and tools needed to protect against fraud and scams, protect vulnerable communities, crack down on the fentanyl crisis, and prevent human trafficking.
* Assisted in delivering no-cost seminars, presentations, and workshops on the AG’s priority topics to community organizations, local governments, schools, law enforcement agencies, assisted living centers and more.
* Guided constituents to the best resources available externally and internally at the Office regarding their concerns and experiences on consumer fraud, elder abuse, etc.

**Intermediate Intern February 2023 – December 2023**

*Tempe High School Tempe, AZ*

* Built relationships with 10th, 11th and 12th grade social studies students, mentor teacher, and other faculty members.
* Taught high-level inquiry-based social studies lessons to students weekly.
* Created and submitted lesson plans to mentor teacher for evaluation.
* Conducted full school days & engaged in faculty meetings.

**Teachers Assistant January 2023 – May 2023**

*Tempe Christian Preschool Tempe, AZ*

* Maintained a safe and engaging environment for students aged 3-4.
* Conducted parent conferences and faculty meetings to stay up to date on student progress.
* Facilitated playtime, snack, nap, and instructional time throughout school day.

**Supervisor January 2021 – September 2022**

*America Reads Tempe, AZ*

* Managed a team of 15 tutors and 30 Title IX students in an after-school learning program.
* Sustained strong leadership talents and problem-solving skills to support tutor efficiency and student achievement.
* Led team meetings and evaluations.
* Fostered strong relationships between staff, tutors, and students and families.