

# KATE ALEC

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## HIGHLIGHTS OF QUALIFICATIONS

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- Program coordination and event planning experience in both post-secondary and Indigenous community environments
- Advanced research and analysis skills, developed through a Bachelor of Social Work and experience working as a Student Ambassador in the Enrolment Services at UBC
- Confident public speaker to groups ranging from 30–200 people as Master of Ceremony for community wellness events for the Carrier Sekani Tribal Council

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## SOFTWARE PROFICIENCY

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- Social media platforms - Twitter, Facebook, Instagram
- Online Meetings –Zoom, Google Hangouts and Microsoft Teams
- Software: Microsoft Windows, MAC IOS

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## EDUCATION

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### Bachelor of Social Work

2019

University of British Columbia, Vancouver, BC

Relevant Coursework: Integrative Practice, Indigenous People and Critical Social Work Practice, Canadian Social Policy, Practicum I & II

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## RELEVANT EXPERIENCE

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### Student Ambassador, Enrolment Services

Sep 2018– Apr 2019

University of British Columbia, Vancouver

- Provided recruitment and event project support to the Undergraduate Recruitment and Admissions team
- Conducted Indigenous-specific tours of UBC Vancouver Campus to prospective Indigenous students and guidance counsellors
- Assisted with recruitment events and presentation to Indigenous communities and prospective students throughout the year to encourage application to UBC

### Wellness Program Assistant

Carrier Sekani Tribal Council

May – Aug 2018

- Planned, organized and executed a one-day Wellness event that connected 26 Elders with holistic healthcare practitioners, providing support to alleviate both physical and mental health issues
- Worked with a team of community volunteers to plan and deliver a community honoring ceremony for wellness champions
- Honed research skills, writing techniques and the ability to communicate clearly and professionally about issues that are important to seniors, their families and their healthcare team

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## RELATED EXPERIENCE CON'T

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### Advanced Integrated Practice (2nd Year Course)

Jan – Apr 2017

University of British Columbia (UBC), Vancouver

- Critically analyzed social work practice experiences through peer review
- Examined and discussed the applications of theory in practice and the appropriateness and suitability of various practice methods, particularly as they relate to my field practicum

### Field Practicum – Youth Program Assistant

Prince George Native Friendship Centre

- Assisted with delivery of youth programming such as after school initiatives for urban Indigenous youth

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## ADDITIONAL EXPERIENCE

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### Cultural Event Staff

Feb 2012 - Mar 2014

Lheidli T'enneh

- Liaised between the Elders Council and Event Management staff to ensure respectful use of ceremony and protocols
- Managed a small budget to ensure ceremonial items were purchased from appropriate vendors
- Developed superior time-management skills by balancing 20 hours of work with full-time studies
- Created innovative and eye-catching posters that helped attract student volunteers

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## INTERESTS & ACTIVITIES

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### Youth Facilitator (Volunteer)

May – Aug 2012

Prince George Native Friendship Centre

- Successfully coordinated a summer camp for youth to learn from local Elders about food sovereignty
- Organized First Aid training and Food Safe Training for other community member volunteers
- Facilitated workshops on gardening, sustainability and the environment



a place of mind  
THE UNIVERSITY OF BRITISH COLUMBIA  
Centre for Student Involvement and Careers