

AMANDA GEPPERT

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CHICAGO, IL 60647

OBJECTIVE

Project manager with ten years of professional experience looking to obtain an internship focused on user research and design planning.

EXPERIENCE

The Chicago Project for Violence Prevention, Chicago, IL

National Partnership and Technical Assistance Coordinator, 5.07-present

Manage all aspects of CeaseFire program implementation for national clients from site selection, to customization of technical assistance services and service delivery.

- Develop new offerings and prioritize training activities with the community development team.
- Design, standardize, and improve technical assistance services and print and multimedia materials for trainings.
- Develop market awareness of CeaseFire capabilities.
- Assist in aligning strategic growth opportunities.

Graduate Research Assistantship, 2.06-4.07

Developed "quick start" training for CeaseFire violence prevention coordinators.

Special Projects Manager, 8.04-1.06

Assisted with communication and advocacy activities associated with CeaseFire's Campaign to Stop the Shooting.

The University of Chicago, Chicago, IL

Assistant Director, Major Gifts, Medical Center Development Office, 7.03-5.04

Managed a portfolio of 100+ major gifts prospects to secure a minimum of \$1 million annually in philanthropic support for several clinical and research departments including surgery, pediatrics and cancer.

Development Officer, Principal Gifts, Medical Center Development Office, 7.01-6.03

Assisted in the strategic and operational planning of the principal gifts program and played a vital role in the solicitation of ~\$50 million from prospects.

Assistant Director, College Programming Office, 8.00-6.01

Evaluated and met the changing needs of new students in the College of the University of Chicago throughout their first and second years.

The Field Museum, Chicago, IL

Field Associates Coordinator, 2.99-8.00

Managed the Field Associates, the junior auxiliary board of The Field Museum.

Development Events Coordinator, 9.98-1.99

Coordinated special events for the Office of Institutional Advancement.

Colliers Cauble & Company, Atlanta, GA

Broker Assistant, 12.97-9.98

Produced RFPs, leases, lease amendments and commission agreements.

The University of Chicago, Chicago, IL

Development Associate, Medical Center Development Office, 4.97-10.97

Developed and maintained prospect and donor tracking system database.

Project Assistant III, Oriental Institute, 10.95-4.97

Provided support to the Institute Director and Museum Membership Office.

EDUCATION

Institute of Design

Illinois Institute of Technology

Master of Design Methods Candidate
User Research and Design Planning
Expected May 2010

The University of Illinois at Chicago School of Public Health

Master of Public Health
Community Health Sciences Division
May 2007 (Delta Omega distinction)

The University of Chicago

Bachelor of Arts
English Language and Literature
June 1995

SKILLS

Project management
Service design
Organizing and running workshops
Concept prototyping
Ethnographic user research
Qualitative data analysis and synthesis
Epidemiologic data analysis and synthesis
Microsoft Office
ATLAS.ti

LECTURER / PRESENTER

Health Behavior Interventions Course, 3.08, 3.09

American Public Health Association Annual Meeting, 11.07

Health Education and Health Promotion Course, 10.06

VOLUNTEER ACTIVITIES

Community Health Sciences Division New Student Day
Panelist, 4.07, 4.08

Strikers Women's Soccer Team
Team manager and player, 05.05-08.06

American Youth Soccer Organization (AYSO)
Coach, 9.00-6.03

INTERESTS

Cities, travel, bikram yoga, scuba, cycling, museums, photography