

Faith Rinklin

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Education

Wheeling Jesuit University—Wheeling, WV

B.A. in English Literature with a minor in Psychology, Cum Laude, GPA 3.6, Dean's List

Experience

Remote Hire for CyGaMES' *Selene* Project

05/2014-08/2014

- Remotely continue all previous duties for the *Selene* project (see below), including detail-oriented testing as project moves to a new server
- Continue writing and editing posters, updating the handbook and lexicon(s), and working on the CyGaMES' biography page on the website
- Update blog during weekly CyGaMES meetings

Recruiter Coordinator, Implementation Tester, and Editor/Copywriter

01/2013-05/2014

CyGaMES' *Selene* Project

Center for Educational Technologies—Wheeling, WV

- Worked in a professional environment on a NASA and NSF funded project
- Acted as the primary contact for all recruiters via email, phone, and webinar while ensuring project protocol comprehension
- Tested our educational videogame in the production, development, and live versions
- Verified data through multiple tables using scripts in a SQL database
- Demonstrated writing and editing skills by updating and revising the recruiter handbook, press releases, news stories, and citations
- Showed high adaptability by learning basic functions in multiple programs such as Photoshop, Notepad ++, and HTML

Canvasser, Field Manager, and Recruiter

06/2012-08/2012

Save the Children Campaign

Grassroots Campaign Incorporated—Cincinnati, OH

- Developed public relation skills while raising funds at the community level for the non-profit organization *Save the Children*
- Coordinated monetary transactions between clients and non-profit
- Responsible for a crew of at least two other canvassers on turf and provided training
- Promoted Grassroots, screened applicants via phone, and scheduled further interviews

Academics and Activities

Sigma Tau Delta (international English honor society), President

Alpha Sigma Nu (Jesuit honor society)

Ignatian and Laut Scholar (honors program)

Academic Life Committee Student Representative

Paul A. Orr Award winner

Fogcutter (Campus Humanities Journal) 3rd place publication

Turning Scratches (English Department Newsletter), Editor

Jewelweed (Campus Publication), Editor

Leadership and Service

Student Government Executive Board, Academic Affairs Representative

Student Conduct Code Representative

Peer Instructor

H.E.S.S. Help Enrich Someone Special Mentor (3 years)