Grace Huff

Curriculum Vitae

**Phone:** (770) 335-0617

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**Education**

* University of West Georgia, B.S. in Psychology with a minor in English Literature (Graduated May 2022)
* GPA: 3.89

**Professional Skills**

* Experienced in academic research and writing
* MLA formatting and citing
* Proficient in Microsoft and Google Office
* Experienced in both content and line editing
* Public speaking for conference panels

**Publications and Oral Presentations**

* LURe Journal Vol. 12: 2022 Issue — “A Distorted Family Tree: King MacLain’s Legacy in *The Golden Apples”*
* UWG Scholar’s Day: April 2022 — “A Distorted Family Tree: King MacLain’s Legacy in *The Golden Apples”*
* UWG English Undergrad Research Conference: October 2021 — “The Impact of Abandonment and Isolation on Identity in *Where the Crawdads Sing”*
* UWG English Undergrad Research Conference: February 2021 — “Beyond the Limits of Human Perception: Scientific and Spiritual Perspectives in *I Origins”*

**Employment**

* Supplemental Instruction (SI) Leader for Astronomy: 2019 — Facilitated student learning outside of class time twice a week, Created two unique lesson plans each week to cover class material in creative and engaging ways, guided students through challenging course material with activities that broke down complex concepts
* Peer Tutor for English, Astronomy, and World History Section II: 2020-2021 — Worked with students one-on-one to assist them with specific course content that they struggled with, wrote reports summarizing each student’s session to track their progress and detail the techniques implemented during sessions
* Assistant Manager at BoxLunch Gifts: 2022 — Executed all store opening procedures including banking and daily reports, Delegated work to associates and maintained a productive work environment, Trained new associates in sales and register operations, Actively engage with customers by providing assistance for any of their needs
* Guest Advocate for Target: 2020-2022 — Provided exceptional customer service while upholding company standards and values to ensure customer satisfaction, Fielded a high volume of guest interactions which included promoting and selling various benefits, offers, and services

**Honors and Awards**

* Graduated Magna Cum Laude
* Outstanding Literature Minor for 2022 UWG English Student Awards
* President’s List Recipient: 2019, 2021, 2022
* Dean’s List Recipient: 2019, 2020, 2021, 2022
* Ingram Scholar: 2019-2020, 2020-2021, and 2021-2022

**Outreach, Service, and Community Leadership**

* Volunteered with LURe Journal from 2021-2022 as a student editor
* House Manager at Chi Omega Phi Kappa Chapter – January-December 2020
* Volunteered at Make-A-Wish Foundation at campus fundraising events 2018-2022
* Volunteered at Carrollton Animal Shelter with the Psychology Student Association 2019

**References**

* Rebecca Harrison, University of West Georgia

(rharriso@westga.edu), (678)-839-4868

* Mark Kunkel, University of West Georgia

(mkunkel@westga.edu), (678)-839-0621

* Nicholas Sterling, University of West Georgia

(nsterlin@westga.edu), (679)-839-5139