

**Katy Elizabeth Pearce**  
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## SUMMARY OF QUALIFICATIONS

Information & Communication Technologies for Development focus combined with technical expertise & familiarity with the education & training sector. Proven ability to develop & operate programs that are results oriented with a budget-conscious focus. Strong analytical & planning skills, in conjunction with the ability to coordinate the efforts of many to meet organizational goals. Productive & efficient work habits without supervision. Self-motivator with high energy & desire to excel & learn. Solid management & supervisory experience.

## EXPERIENCE

### INTERNATIONAL DEVELOPMENT

An extensive background in development with a technical orientation.

Academic credentials in diplomacy, international law & development.

Applied knowledge of development processes.

Familiar with international development funding agencies & donors.

### EDUCATION

Extensive teaching & training skills.

Years of experience working with students & educators both online & offline.

Practical experience working with youth organizations.

### INFORMATION & COMMUNICATION TECHNOLOGY

Substantial experience with diverse technical user groups.

Academic credentials in Communications.

Hardware & software skills & certifications.

Knowledge of media, communications & IT development.

Specialization in using technology for collaborative learning & operations, especially in global settings.

Extensive Web 2.0 application experience in development settings: blogs, wikis, forums, tags, RSS.

### OTHER

Concrete experience traveling, living, & working in Caucasus & Central Asia.

Academic credentials in Caucasus & Central Asia's history & contemporary issues.

Languages: Intermediate Armenian, Intermediate Spanish, Novice Azerbaijani, Novice Russian, Novice Turkish.

Grant writing & fundraising courses taken.

Familiar with NGO sector.

Strong project management skills.

## EDUCATION

### **Doctor of Philosophy Student**

Communication, emphasis in Technology and Society  
***University of California, Santa Barbara***

September 2006 - Present

### **Master of Arts, International Studies & Diplomacy**

Courses: General Diplomatic Studies & Practice; International Law; Theory, Practice & Policy of Development  
Thesis: The Impact of International Financial Institutions, Organisations and States Upon Media Legislation in the Post Communist States of Armenia and Azerbaijan  
***School for Oriental & African Studies, University of London, London, UK***

September 2005 - December 2006

### **Bachelor of Arts**

Majors: American Culture Concentration in Politics & Society and Near Eastern Studies Concentration in Arabic, Armenian, Persian, Turkish & Islamic Studies  
Minor: Russian & Soviet Studies  
***University of Michigan, Ann Arbor, MI***

September 1997 - May 2001

## EMPLOYMENT

### **Teaching Assistant *part time***

***University of California, Santa Barbara***

- Communication 1

September 2006 - Present

- Instructor *part time*** August 2006 - Present  
*Kaplan Test Prep, Santa Barbara, CA*
- LSAT Test Prep Private Tutor
  - LSAT Test Prep Class Instructor
- Global Forum for Media Development Wiki Developer *part time*** February 2006 - June 2006  
*Internews International, Paris, France*
- Information Technology Support Desk Assistant *part time*** January 2006 - June 2006  
*University of London School for Oriental & African Studies, London, UK*
- Instructor *part time*** September 2005 - June 2006  
*Kaplan Test Prep, London, UK*
- GMAT Test Prep Private Tutor
  - GMAT Test Prep Class & Workshop Instructor
- Information Technology User Support Analyst** September 2003 - September 2005  
*Burton Snowboards, Burlington, VT*
- Primary tech support for over 500 global users.
  - Dell & Apple hardware certified.
  - Actively involved in company development included: President, Burton Women's Professional Association 2004-05; United Way Committee Member 2003 & 2004; Member of Burton Mentoring Program.
- Cluster Director *part time*** May 2003 - June 2005  
*PAX Program of Academic Exchange, Port Chester, NY*
- Overall responsibility for arranging high school enrollment & host families for Former USSR foreign exchange students.
  - Monitored experience by communicating with students, host families & schools.
- Instructor *part time*** November 2002 - September 2005  
*Kaplan Test Prep, Burlington, VT*
- SAT, SAT II, ACT, SSAT & LSAT Test Prep Private Tutor
  - SAT, SAT II, ACT, MCAT & LSAT Test Prep Class Instructor
  - 2004 Kaplan Teacher of the Year; Vermont, New Hampshire, Upstate New York
- Assistant Manager *part time*** April 2003 - September 2003  
*J.Crew, Burlington, VT*
- Sales Associate *part time*** November 2002 - April 2003  
*J.Crew, Burlington, VT*
- Office Assistant *part time*** November 2002 - September 2003  
*Vermont Parent Information Center, Burlington, VT*
- Responsibilities included: grant research, mass mailings, database management, & tech support.
- Instructor *part time*** October 2002 - September 2005  
*Cyberskills VT, Burlington, VT*
- Taught classes in computer basics, MS Office applications, graphics, desktop publishing, Internet & web design to individuals receiving state-funded job skills training, staff from non-profit organizations & community members.
- Online Events Program Coordinator *part time*** October 2002 - May 2004  
*Project Harmony, Waitsfield, VT*
- Overall responsibility for design, planning & management of quarterly online events for HS foreign exchange students from the Former USSR with US diplomats & experts.
  - Overall responsibility for planning & management of US-based activities including 8 online projects & chat events.
  - Recruitment, selection & support of US partner school for online collaborative projects with Armenia & Azerbaijan.
  - Single-handedly facilitated thousands of 4-12<sup>th</sup> grade students in online forums & chats.
  - Represented the programs to audiences, in particular to program officers at the US Dept. of State.
- School Connectivity Program Coordinator** September 2001 - January 2003  
*Project Harmony, Waitsfield, VT*
- Overall responsibility for planning & management of US-based program activities including online projects, contests & chat events.
  - Planned, facilitated & hosted professional exchange programs between the US & Armenia & Azerbaijan.

- Recruitment, selection & support of US partner school for online collaborative projects with Armenia & Azerbaijan.
- Single-handedly facilitated thousands of 4-12th grade students in online forums & chats.
- Represented the programs to US audiences, in particular to program officers at the US Dept. of State.

**Student Training Supervisor *part time***

September 2000 - August 2001

*Campus Computing Sites Information Technology Central Services, Ann Arbor, MI*

- Created & managed teams to design task-based documentation for advanced topics including digital audio, video & image creation as well as MS Office, html & basic Windows, Macintosh & UNIX platform manuals.
- Designed manuals & facilitated training sessions.

**Academic Peer Consultant *part time***

October 1997 - September 2000

*Campus Computing Sites Information Technology Central Services, Ann Arbor, MI*

**OTHER**

|   |                           |
|---|---------------------------|
| Indiana University Summer Azerbaijani Language Course                                 | June 2006 - August 2006   |
| Internship, Global Forum for Media Development, London, UK                            | November 2005 - June 2006 |
| Policy Internship, Ministry of Foreign Affairs, Republic of Armenia, Yerevan, Armenia | May 1999 - August 1999    |
| UMich Armenian Summer Language Institute, Yerevan, Armenia                            | June 1998 - August 1998   |

**AWARDS**

|   |               |
|---|---------------|
| Indiana University Summer Azerbaijani Language Course FLAS Fellowship | June 2006     |
| We Media Global Forum Fellowship                                      | May 2006      |
| Kaplan Teacher of the Year; Vermont, New Hampshire, Upstate New York  | December 2004 |
| Education World Website of the Day Award                              | November 2002 |
| AAPTIS George & Celeste Hourani Award                                 | April 2001    |
| University Honors   | February 2001 |
| Detroit Armenian Women's Club Scholarship Award                       | January 2001  |
| Member, Delta Epsilon Iota National Honor Society                     | 2000 - 2001   |
| Class Honors  | March 2000    |
| University Honors   | March 2000    |
| United Nations Development Project website award                      | June 1998     |

**CONFERENCES**

|  |                |
|--|----------------|
| Participant, Central Eurasian Studies Society Conference, Ann Arbor, MI                              | September 2006 |
| Presenter, Media in Armenia, Seminar on Armenia, US Dept. of State                                   | September 2006 |
| Presenter, Web 2.0 in the Caucasus, Technology & Leadership in Eurasia, US Dept. of State Conference | August 2006    |
| Participant, We Media Global Forum, London   | May 2006       |

**ACTIVITIES**

|   |                              |
|---|------------------------------|
| UCSB Graduate Student Association Financial Aid Advisory Committee Member | September 2006 - Present     |
| Association of Internet Researchers Member                                | September 2006 - Present     |
| International Communications Association Member                           | August 2006 - Present        |
| American Communications Association Member                                | August 2006 - Present        |
| National Communications Association Member                                | August 2006 - Present        |
| Central Eurasian Studies Society Member                                   | July 2006 - Present          |
| Young Caucasus Women Blog Project Admin                                   | December 2005 - July 2006    |
| London Geek Girls Group   | December 2005 - June 2006    |
| Central Asia & Caucasus Society, University of London SOAS                | October 2005 - June 2006     |
| Neweurasia.net e-Publishing Network Editor/Team Member/Blogger            | July 2005 - Present          |
| Thinking-east.net e-Publishing Network Editor/Team Member                 | July 2005 - Present          |
| Blogrel.com Blog Admin/Blogger  | January 2005 - February 2006 |

|   |                           |
|---|---------------------------|
| Flexvermont.org Blog Admin  | May 2004 - June 2005      |
| Katypearce.org FLEX Blog Admin  | May 2003 - June 2004      |
| Digital Divide Network Member   | September 2001 - Present  |
| UM Tour of the Middle East Student Organization Primary Coordinator & Founding Member                           | September 1999 - May 2001 |
| UM Armenian Students' Cultural Association Communication & Technology Chair & Webmaster, Executive Board member | September 1999 - May 2001 |
| Armenian News Network Groong.org Contributing Editor  | May 1998 - May 2003       |