

## **Kate Courtney**

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### **Education**

**University of Denver**, Denver, CO

**June 2025**

Bachelor of Arts in Communications / Minors in Leadership Studies and Writing Processes

**Maynooth University**, County Kildare, Ireland

**Fall semester 2023**

### **Professional Experience**

**Nordstrom**, Denver, CO

**June 2024 - December 2024**

- Delivered exceptional customer service, fostering relationships with high-end clientele
- Consistently exceeded sales targets by upselling beyond intended product
- Collaborated with team members to achieve department goals and enhance store's luxury atmosphere

**Tour Guide**, University of Denver

**May 2022 - Present**

- The most highly sought after and selective student job on campus
- Participate in one-on-one family information sessions highlighting school resources for families

**Teaching Assistant**, Churchill Center and School, Saint Louis, MO  
(nationally recognized school for kids with dyslexia)

**June 2022 - July 2022**

- Assisted Math and English teachers, including one on one tutorial lessons

**Improv Teacher**, Evergreen Players, Denver, CO

**Summer 2022, Summer 2023**

- Interacted with parents and students in classroom environment identifying personal strengths

**University of Denver Call Center**, Denver, CO

**October 2022 - February 2023**

- Solicited alumni for donations, often navigating difficult conversations

**Barnes and Noble**, Saint Louis, MO

**Seasonal Help 2021**

- Restocked books, assisted customers, worked cash register

### **Relevant Projects**

**Community Change Initiative**, University of Denver

**August 2022 - May 2023**

- Developed elementary school curriculum focused on introducing inner-city youth to nature
- Taught weekly classes of curriculum including planting gardens, building birdhouses, learning about the importance of animals in nature, and understanding the importance of nature to our wellbeing

### **Community Involvement**

**Freshman Orientation Leader**, University of Denver, CO

**August 2022 - June 2025**

- Provided support and guidance to a group of freshmen through first semester of college
- Created an encouraging and enthusiastic environment

**University of Denver Programming Board**, Denver, CO

**August 2022 - Present**

- Organized large scale university-wide events with a team for students
- Solved problems with equipment, varying personalities, and scheduling