

Zoe Jee

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EDUCATION

Northeastern University / Boston, MA

Master of Science in Environmental Science and Policy

May 2022

- Relevant Coursework: Sustainable Urban Coastal Policy, Climate & Atmospheric Change, and Food Systems & Public Policy

Bachelor of Arts in Environmental Studies and International Affairs

May 2021

- Dean's List (GPA: 3.64)
- Relevant Coursework: Environmental Politics & Policy, Geographic Information Systems, Food Security & Sustainability, Sustainable Development, International Food Policy, and Environmental Ethics

University College Dublin / Dublin, Ireland

Fall 2017

Semester Abroad Program

WORK EXPERIENCE

HomeWorks Energy / Medford, Massachusetts

January-July 2020

Training and Development Assistant

- Prepared and distributed training such as; instruction material, evaluation forms, and visual aids
- Formatted educational material in the form of presentations, videos, cheat sheets, and hands-on training
- Researched and evaluated content for HVAC, mechanical, and building performance trainings

Macquarie University / Sydney, Australia

February-July 2019

Australian Microplastic Assessment Project Co-op

- Aided in research for microplastic data collection verifying microplastic samples submitted for a nationwide citizen science project
- Planned training events throughout Australia consisting of securing a host organization, identifying host site for field sampling, and inviting participants eligible and willing to be trained
- Trained educators, councilors, and local activists in microplastics sampling and research

Tidal Influence / Long Beach, CA

May-August 2018

Environmental Education Program Assistant

- Conducted environmental education programs teaching underprivileged youth about the natural environment of Colorado Lagoon and the Los Cerritos Wetlands
- Led school field trips and activities for children ages 4-10; activities were related to conservation, how animals use their senses, and predator/prey relationships

VOLUNTEER EXPERIENCE

Future Frogmen / Boston, MA *Science Advisor and Blog Contributor*

May 2018-August 2020

- Interpreted complex scientific research relating to marine biology to a broader educational audience

RockHarbor Church / Costa Mesa, CA *Nursery Volunteer*

June 2011-August 2018

SKILLS

- **Technical:** Mac and Windows Systems, Microsoft Suite, Google Suite, ArcGIS, Adobe Photoshop, Adobe Illustrator, and Final Cut Pro
- **Written:** Policy Proposals, Quantitative and Qualitative Research, Blog Posts, and Training Materials