

STEPHANIE FAUDO

S T . N O R B E R T C O L L E G E

CONTACT INFO



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EDUCATION

St. Norbert College, De Pere, WI

Bachelor of Arts of Political Science
& Communication Media Studies

Anticipated Graduation: May 2024

Dean's List, GPA 3.89

HONORS/AWARDS

Honors Program

- Guided by the Norbertine ideal of communio, the St. Norbert College Honors Program empowers students of outstanding ability to fulfill their intellectual, spiritual, and personal potential.

2021 & 2022 Norbertine Leadership & Service Awards

- First and Second-Year Student Awards Recipient. The Norbertine Leadership and Service Awards program celebrates lives lived in service to the common good. This award honors students who have made outstanding contributions to meaningful change on campus, locally, nationally, or beyond.

SKILLS

Computer Skills

- Microsoft Office
- Google Sheets

Language Skills

- Bilingual in Spanish and English both verbally and written.

WORK EXPERIENCE

Probation and Parole Agent, De Pere, WI | May 2022 - August 2022 Intern

- Conducted investigations; developed, implemented, and monitored offender case plans and home visits.
- Issued apprehension requests; collected urine samples for drug assessments and provided counseling to clients.
- Prepared written reports and maintained records, as well as responded to violations in a proper manner.

Casa Alba Melanie, Green Bay, WI | May 2021 - October 2021

Part-time Administrative Assistant

- Organized and maintained vaccination data in their tracking system
- Provided interpretation and transcription services for Spanish speaking clients.
- Generated reports through Google Sheets and Microsoft Excel as needed.

Student Taking Academic Responsibility (STAR), De Pere, WI

August 2021 - December 2022 | Mentor

- Provided students with academic advising, study tips, and leadership skills that will help with future career success.
- Nurtured a mentoring relationship by maintaining frequent communication.

ACTIVITIES

Student Government Association, De Pere, WI | Fall 2020 - Present Vice President of College Relations

- Promoted and advertised a college-wide Student Opinion Survey in partnership with the Office of Institutional Effectiveness. This resulted in 50% of the student body's response, which is the most we have seen in the past years. The data for this survey is utilized heavily in program review and is a source of self-reported student learning.
- Participate in bi-weekly general assembly meetings to discuss changes and improvements to be made in order to provide a healthy environment for all.
- Hold weekly office hours to meet with the college student body.

Latinx Student Union | Fall 2020 - present Member

Hispanic Heritage Month Celebration Dinner (Fiesta)

- Host of pinnacle event of Hispanic Heritage Month significance and history celebrating Hispanic Americans.
- Helped in the preparation of the event by attending meetings, decorating, and advertising.