

INGRID LIU

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EDUCATION

The University of Texas at Austin	Bachelor of Arts, International Relations and Global Studies Bachelor of Arts, French Overall GPA: 3.79 Department Honors and University Honors	December 2019
IAU College	Aix-en-Provence, France	Summer 2018

WORK EXPERIENCE

Department of State, ECA, Office of International Visitors - Intern; Washington, DC Feb 2020 - Present

AIESEC – Global Entrepreneur International Relations Manager for AIESEC in United States; Remote Jan 2020 - Present

- Responsible for four country partnerships with AIESEC United States
- Created marketing material for each country to better promote opportunities from that country
 - *Facilitator for Winter National Leadership Development Conference;* Seoul, South Korea Jan 2020
- Co-led 5 sessions at a 4-day national conference with around 160 attendees
- Learned how to improvise on the spot, adapt to the new environments and better assess an audience
 - *Vice President of Incoming Global Talent;* Austin, TX Jan 2019 - Feb 2020
- Contributed to the finances of our international youth-run non-profit organization by closing a \$4.9K deal that brought an international intern to work at a company in Dallas on a J-1 visa
- Cultivated a sales team by hosting a local training conference, weekly meetings on sales techniques and strategies, weekly workspaces and bi-weekly one-to-ones
- Revamped operational strategies to increase the product sustainability with a team-based CRM using Trello and Sheets
- Improved the number of leads per semester eight times
- Boosted the overall conversion rate of initial emails to response by 12.33%

Doner Fundraising – Political Fundraising Intern (Part-Time); Austin, TX Jan 2018 - May 2018

- Tracked the finances and attendance of an event with 1400 attendees
- Compiled donor data for a newly acquired client
- Managed donor contacts for several different clients in the iDonate database
- Marketed campaign events for Senators and Congressmen by calling previous participants and donors

RESEARCH EXPERIENCE

Project SEED (HDF 355R; HDF155R) – English Research Assistant Aug 2018 - Dec 2018 and May 2019 - Jun 2019

- Consolidated academic research to support research proposals for grants and submissions to academic journals
- Devised training material and workflow system to prep other Research Assistants for Dr. Kim's new position as Editor-in-Chief for the academic journal Cultural Diversity and Ethnic Minority Psychology
- Recommended 8 qualified peer-reviewers for articles submitted to Cultural Diversity and Ethnic Minority Psychology
- Designed a PowerPoint presentation summarizing seven of Dr. Su Yeong Kim's most recent studies

OTHER EXPERIENCE

Tzu Chi Collegiate Association – Public Relations Officer Sep 2018 - May 2019

- Created and developed a key metrics system to improve member retention and the quality of our organization
- Mobilized a team of four Junior Officers to execute the new key metrics system
- Directed outreach by contacting other organizations to start partnerships

HONORS

- College Scholar (COLA) Spring 2019
- Dean's Honor List (5 semesters) Fall 2017 - Fall 2019

ADDITIONAL INFORMATION

Certifications: Hanyu Shuiping Kaoshi 6 (highest level in the standardized test of Standard Chinese language proficiency)

Languages: Full Professional Proficiency (Reading and Speaking) in Mandarin Chinese and French

Senior Honor Thesis Title: The Impact of Intercultural Communication on Social Media: A Content Analysis of the International Non-governmental Organization Greenpeace