

# Marcela Falck-Bados

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## EDUCATION

### **American University (4.0/4.0)**

*MA in International and Intercultural Communication*

Relevant coursework: Training Program Design, Intercultural Leadership, Transnational Education

Washington, D.C.  
August 2020-May 2022

### **Relay Graduate School of Education (3.8/4.0)**

*MA in Teaching*

Specialization in Early Childhood Education and English Language Learning

Washington, D.C.  
July 2018-August 2020

### **Texas A&M University**

*BA: International Studies, double minor: Chinese and Psychology*

Relevant coursework: Study abroad in China, Chinese (I, II, & III)

College Station, TX  
August 2014-May 2018

## PROFESSIONAL EXPERIENCE

### **Public Diplomacy Council (PDC)**

*Hans "Tom" Tuch PDC Fellow*

- Promote public diplomacy and international exchange through planning and hosting events, such as First Monday Forums, geared towards PDC rising professionals and practitioners in the field of public diplomacy
- Edit and post blog articles, content, weekly updates, event recordings, and maintain the overall PDC website
- Work with Board of Directors on various projects and maintain a streamlined communication with all PDC and PDAA Members, and potential members.

Washington, D.C.  
August 2021-present

### **American University's AU Abroad**

*Graduate Assistant*

- Assist with preparation and logistics for Pre-Departure Orientation workshops and events
- Coordinate events for all AU Centers (Spain, Belgium, and Kenya) per semester in the DC Metro area for outbound students to connect with each other and study abroad alumni
- Assist with database entry and logistics for over 60 students for grade reporting abroad

Washington, D.C.  
August 2021-present

### **AppleTree Early Learning Public Charter School**

*Lead Teacher*

- Communicated with students' families via email, phone, conferences, and individual meetings in both Spanish and English in order to ensure student academic success.
- Created and facilitated multicultural academic activities and culturally responsive events in order to be culturally aware of diverse student backgrounds

Washington, D.C.  
July 2018-July 2020

## COMMUNITY AND VOLUNTEER SERVICE

### **SIS Graduate Student Council (GSC)**

*Community Development Coordinator*

- Advocate and facilitate communication between current students, the GSC, and SIS admin through emails, phone calls, meetings, events, and in-person communication
- Created 9 Programs Student Associations for the SIS Graduate programs to streamline communication and advocacy between all SIS students and the GSC

Washington, D.C.  
August 2021-present

### **SIS Graduate Student Council (GSC)**

*Alumni Relations Director*

- Create, coordinate and host an average of 4 alumni/current student events for the School of International Service in order to foster communication and networking within AU community.
- Work with AU Alumni Association on events and communication to current students through social media

Washington, D.C.  
October 2020-June 2021

## SKILLS

- *Language:* Spanish (Fluent), Chinese (Proficient), willing to learn other languages.
- *Computer:* Proficient in Microsoft Office (i.e. Word, Excel, PowerPoint, Outlook), Google Drive (i.e. Google Docs, Sheets, Slides), Canvas, Blackboard and Zoom. Proficient in social media platforms: Instagram, Facebook, Pinterest.