

Ornen G. Wright

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EDUCATIONAL BACKGROUND

- 2009-2012 **Rosemont College, Rosemont, PA**
M.A. in Publishing
Concentration: Editing and Marketing
- 2003-2007 **Grambling State University, Grambling, LA**
B. A. Mass Communication
Concentration: Editorial Writing

WORK EXPERIENCE

Philadelphia Academies Inc. Philadelphia, PA October 2017-June 2018
College and Career Readiness Specialist

- Managed and implemented PAI's signature events including PSPS Interview Skills Workshops and the annual Interview Expo.
- Led resume and internship preparation workshops at partner schools.
- Coordinated planning efforts and implementation of college and career events at partner schools, including career days, college tours, and Freshman Academy events with PAI and school staff.
- Recruited 40 students for WorkReady Early Childhood Education internships and processed applications.
- Coordinated relevant and engaging career speakers for partner schools for Career Day and Freshman Seminar classes.

Congreso De Latinos Unidos Inc. Philadelphia, PA June 2016-October 2017
OST Group Facilitator (Kensington CAPA High School and Julia De Bergos Elementary)

- Created curriculum for and taught professional development workshops to 9th graders.
- Co-taught a six-week entrepreneurial program and created curriculum for WorkReady 2017 summer program.
- Created engaging curriculum for K-8 students who participated in the summer drama program.
- Helped improve the literacy skills of elementary school students by facilitating DEAR time daily and Read by 4th initiatives during the summer camp program.
- Facilitated positive play with games that encourage learning and team building skills.

Kelly Educational Staffing Philadelphia, PA February 2017-October 2017
Substitute Teacher (Philadelphia School District)

- Implemented existing lesson plans in a manner that ensures the integrity of academic time and motivates students to learn and participate.
- Instructed students regarding a variety of classroom topics and courses of instruction.
- Addressed the various learning styles of students accordingly.

Please Touch Museum Philadelphia, PA April 2016-February 2017
Museum Experience Host

- Interacted with the public in a friendly and outgoing manner.
- Supported implementation of educational programming.
- Engaged children and adults in safe, open-ended, age-appropriate play.
- Handling customer service issues with a friendly and optimistic manner.

Young Scholars Frederick Douglass Charter School Philadelphia, PA January 2011-June 2015
Operations Coordinator

- Managed student enrollment by coordinating intake process, records requests and data.
- Front desk management; answered phone in a high-volume call environment and provided excellent customer service for parents and other visitors of the school.
- Assisted Director of Student Support by managing data and requests for records.
- Facilitator for various after school programs including debate, Scrabble, and computer skills.

VOLUNTEER EXPERIENCE

Mighty Writers West Philadelphia, PA Spring 2014-2015
Co-teacher; Lead Teacher

- Assisted workshop leader with teaching students ages 12-15 to write monologues.
- Helped students improve their writing skills by providing instruction during workshops.
- Led a six-week Saturday workshop teaching students ages 8-12 how to compile their own magazine.

COMPUTER AND SOCIAL MEDIA SKILLS

- Advanced in Microsoft Office Suite.
- Proficient in MailChimp and Constant Contact.
- Proficient in Facebook, Twitter and Instagram for company and organization pages.