

SUMMARY OF QUALIFICATIONS

A Dynamic Leader with 15+ years of experience providing organizational management across non-profits, community outreach, restaurants, marketing efforts, and educational programs, with a specialty for applying psychological insights within development efforts, experimental learning, and a passion for driving constant innovation and collaboration in a variety of fast-paced industries and professional settings.

EDUCATION

- Associate of Arts (A.A.) in Psychology – 4.0 GPA*** **January 2019 – Present**
Community College of Philadelphia **Philadelphia, PA**
- **Coursework:** Psychology, Psychopathology, Developmental Psychology, Personality Theory, Cross Cultural Psychology, Statistical Methods for Behavioral Sciences, Descriptive Research Methods, Experimental Research Design, Sociology, Human Sexuality, Addiction Studies, Crisis Intervention, & Biology.
 - **Honors:** 2020, 2019 CCP Honor Student.
- Bachelor of Fine Arts (B.F.A.) Photography – 3.53 GPA*** **Graduated May 2005**
University of the Arts **Philadelphia, PA**

WORK EXPERIENCE

- Personal & Professional Chef*** **July 2012 – Present**
Nerd Street Companies **Philadelphia, PA**
- Provided client driven, delicious, healthy, and nutritionally diverse dining experiences with a specialty for menus that are innovative, seasonally themed, and tailored to dietary restrictions and preferences.
 - Prepared fine dining cuisine for 100-300 people per night, managed support staff, ensured consistent team communication and expectations in a high stress environment, coordinated vendor relationships and developed menus at award winning gastronomic institutions focused on local products and culinary traditions.
- Interactive Experience Producer, Content Strategy*** **June 2005 – February 2014**
Freelance **Philadelphia & New York City**
- Provided clients with a wide array of services including social media coaching, copywriting, content development, market research, PR, community outreach, UX design, campaign management, product development, information architecture, project management, web production, coding, and SEO.
- VP of Cheerful Communications*** **July 2011 – December 2011**
Slash7 **Vienna, Austria, & Philadelphia**
- Managed organizational communications, community outreach, and business development efforts, provided campaign management, conducted market research, and designed information architecture.
 - Provided content creation, user experience design, copy editing, product development, and QA support.
- Marketing and Community Relations Manager*** **July 2010 – July 2011**
Canary Promotion + Design **Philadelphia, PA**
- Generated and cultivated community engagement utilizing grassroots marketing communications to facilitate audience participation and implemented marketing and business development strategies.
 - Client communication management, developed, conceptualized, and executed on content including social media content, branded campaigns, marketing materials, websites, blog posts, and print materials.
- Marketing Coordinator*** **November 2007 – August 2009**
Night Kitchen Interactive, Marketing Department **Philadelphia, PA**
- Executed on all aspects of marketing strategy, generated promotional material, created business development proposals, composed newsletters, managed company events.
 - Coordinated marketing communications efforts, managed and developed relationships with marketing contacts, oversaw communications campaigns, and responded to all public relations opportunities.
 - Managed operations and projects, developed workflows, ensured a healthy, productive work environment across the entire team, and oversaw contractors, vendors, and clients.

KARA LAFLEUR

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ADDITIONAL EXPERIENCE

Suraya, <i>Food Runner.</i>	June 2019 – Present
Friday Saturday, Sunday, <i>Line Cook.</i>	December 2016 – October 2018
Vetri Family Restaurants, <i>Line Cook & Pastry Lead.</i>	November 2014 – December 2016
Tela's Market & Kitchen <i>Front of House Product Manager.</i>	October 2013 – February 2015
Center for Emerging Visual Artists, <i>Admin. Coordinator.</i>	September 2004 – June 2007

AWARDS AND RECOGNITIONS

<i>Leeway Art & Social Change Grant</i>	Awarded May 2008
▪ Funding for photographic documentary entitled <i>Work to Ride: A Work in Progress.</i>	
<i>CCP Judith Stark Creative Writing Contest</i>	Awarded May 2020
▪ First Place, Non-Fiction Category for <i>Mindful Happiness: A Scientific Approach to a Spiritual Meditation Practice.</i>	

VOLUNTEERISM

<i>Organizer, Web Developer – 1K+ hours</i>	November 2012 – November 2014
Philly Give & Get	Philadelphia, PA
▪ Organized fundraisers for local organizations geared towards making philanthropy more fun and appealing to a younger demographic. Fostered a productive, nurturing environment for volunteers.	
<i>Volunteer & Summer Program Director – 2.5K+ hours</i>	September 2005 – September 2009
Work to Ride	Philadelphia, PA
▪ Oversaw an outreach program for disenfranchised youth focused on horsemanship, equine sports and education in Philadelphia's Fairmount Park, managed resources, equipment, and operational safety, and developed and continually refined learning curricula for the students.	
▪ Supervised 16 personnel, 20-40 campers, 30 horses, fostered a healthy work environment, and provided mentorship, empowerment, and development for staff.	

TRAINING

<i>Mindfulness-Based Stress Reduction (M.B.S.R. Program)</i>	Completed March 2019
Myrna Brind Center, Jefferson Health	Philadelphia, PA

ASSOCIATIONS

Cooks Who Care, <i>Member & Community Advocate.</i>	October 2017 – Present
Independent's Hall, <i>Member & Community Advocate.</i>	May 2008 – Present

INDEPENDENT & ACADEMIC PROJECTS

HEARD (Hospitality Employees for Action, Responsibility, & Diversity), <i>Organizer.</i>	May 2020 – Present
Spark Philadelphia Program with CCP, <i>Volunteer Mentor.</i>	Spring 2020
Video Gaming & Society Conference, <i>Event Chair & Presenting Speaker.</i>	November 2019
Ignite Philly & BarcampPhilly, <i>Volunteer, Community Ambassador.</i>	May 2008 – February 2012
Medical Diplomats International: Dehradun, India <i>Photo Documentarian.</i>	Completed January 2013
TEDxPhilly, <i>Volunteer, Co-Organizer.</i>	December 2009 – December 2013

TECHNICAL SKILLS

Management: Communication, Troubleshooting, Project Management, Financial Management, Educational Programming Development, Leadership, Mentorship, Teamwork, Networking, & Community Building.

Development: Web Maintenance, Content Writing, Database Creation & Maintenance, Website Management, Content Management, Social Media Management, Content Strategy, & Brand Development.

Programs: Adobe Photoshop, InDesign, WordPress, Basecamp, Google Drive, MS Office Suite, QuickBooks, HTML, CSS, Social Media Platforms, POS Systems, GitHub, HTML, & CSS.