

SKILLS & STRENGTHS

Technical Skills: Canva, Google Suite, iWork Applications, Microsoft Suite, Miro, Notion, Slack, Trello, WorkJam, Wrike.

CliftonStrengths: 1. Intellection, 2. Relator, 3. Individualization, 4. Achiever, 5. Learner.

EDUCATION

W. P. Carey School of Business, Arizona State University

May 2025

Master of Business Administration, (MBA)

Sandra Day O'Connor College of Law, Arizona State University

May 2025

Master of Legal Studies, (MLS)

Emphasis in Business Law and Corporate & Healthcare Compliance

W. P. Carey School of Business, Arizona State University

Bachelor of Arts (B.A), Business Administration

Harvard Business School

Certificate, Organizational Leadership

CERTIFICATIONS

Google

June 2023

Certificate, Project Initiation: Starting a Successful Project

Credential ID: CN8R9JS4JABT

Google

June 2023

Certificate, Foundations of Project Management

Credential ID: XV8CAX874TDQ

Google

July 2023

Certificate, Project Planning: Putting It All Together

Credential ID: 7F9T7ESWG9B6

PROFESSIONAL EXPERIENCE

Diversity, Equity, and Inclusion (DEI) Intern, Special Olympics Arizona.

January 2024 - Present

- Actively participate in diverse talent recruitment initiatives, offering assistance to attract and retain a broad range of individuals, thereby fostering a more inclusive SOAZ community.
- Develop and deliver educational materials and resources for the benefit of SOAZ constituents, enhancing their understanding and appreciation of diversity.
- Engage in regular monthly meetings with the SOAZ DEI committee to foster collaboration and promote diversity and inclusion efforts.
- Provide support in facilitating training sessions, ensuring that individuals receive comprehensive and inclusive learning experiences.
- Utilize effective tracking and analysis techniques to assess DEI metrics within the SOAZ community, subsequently formulating strategic plans to enhance diversity and inclusion.

Research Aide, Arizona State University – Media Enterprise.

January 2024 - Present

- Conduct in-depth research to identify relevant content aligned with organizational goals.
- Provide informed recommendations on content strategies and themes.
- Skillfully curate and organize content to enhance engagement and alignment with target audiences.
- Maintain an up-to-date content tracking system for effective organization and retrieval.
- Regularly post and disseminate curated content through appropriate channels.
- Collaborate with cross-functional teams to ensure seamless integration of curated content into larger projects.
- Proactively contribute to additional projects, demonstrating flexibility and adaptability.

Research Fellow, Civic Influencers.

January 2023 - Present

- Collect, visualize, and analyze data highlighting the recent voting trends within the State of Arizona.
- Participate in Data Visualization Training, utilizing Tableau, to create interactive maps.
- Collaborate with 70+ members through non-partisan efforts including outreach events, developing surveys,

Policy Analyst, Office of the President (University Affairs) — Arizona State University.

March 2023 – August 2023

- Assisted with the research and analysis of various public policy issues relating to higher education, the economy, and technology.
- Analyzed the budgets, annual reports, and white papers of federal agencies; review and summarize major Congressional appropriations.
- Conducted data collection, manipulation, analysis, and visualization.
- Wrote summaries, memos, analyses, reports, and other works to provide information and intelligence to the Office.

Senior Campus Leader, Apple Inc.

June 2021 – August 2023

- Supervised a regional team of 5 Campus Leaders, acting as a mentor to foster their seamless integration into the program.
- Facilitated effective communication and collaboration between Apple and Arizona State University to address digital inequity and enhance student success.
- Arrange and conduct meetings and demonstrations with Arizona State University's administration to provide support for Apple's initiatives.
- Drove engagement among the 70+ members of the Campus Leader Team through planning and hosting team collaboration events, crafting internal communications, and creating additional opportunities for constructive discussions within the team.
- Organized monthly workshops on behalf of Apple, aimed at encouraging students' utilization of the Apple ecosystem both inside and outside the classroom.

Education Store Specialist | Career Experience Rotation, Apple Inc.

September 2022 - May 2023

- Partnered with the Inside Account Executive team to enhance customer experience and utilization of the Apple Education eCommerce store.
- Led consistent virtual eCommerce platform demonstrations directly to Education customers; to help integrate the online platform into their order process.
- Oversaw and supported 20+ mid-tier Education customer accounts per week; ensuring their satisfaction with the ordering process and providing guidance when necessary.

Higher Education Leadership Team | Summer Experience Rotation, Apple Inc.

May 2022 - May 2023

- Integrated pre-established data and statistics into viewable presentations to be utilized by the Higher Education Leadership Team.
- Collaborated with the Leadership Executive team to collect feedback, insight, and guidance on various projects and address areas of need.
- Created a shared digital space for documents, presentations, and graphics to be easily accessible to the team.

Sponsorship & Marketing Chair, Gilbert Promotional Corporation.

February 2021 – October 2022

- Established relationships with organizations and businesses nationwide to fund the annual Gilbert Days Rodeo event.
- Collected \$50,000+ in sponsorship donations for the 2021 event; composed of in-kind and monetary contributions – establishing the most successful event in the organization's history.
- Reviewed, edited, and created all outgoing correspondence, contracts, and show programs to be dispersed to various companies and organizations throughout the State of Arizona and nationally, while ensuring accurate and consistent messaging.
- Provided expertise in the creation of marketing materials for the Gilbert Days Rodeo; such as social media content, brochures, flyers, and various other promotional advertisements.
- Oversaw the creation and management of the VIP area at the event; ensuring the safety and security of the VIP area at the event; including crowd control, accessible walkways, and food safety.

Finance Intern, Adrian Fontes for AZ Secretary of State.

May 2022 - September 2022

- Maintained the financial database, consistently inputting monetary contributions.
- Compiled data for the creation of comprehensive financial reports, ensuring accuracy and reliability.

Office Manager, Capacity Companies.

January 2021 - June 2021

- Optimized the organization's efficiency by coordinating 20+ meetings, appointments, and travel plans for upper management weekly.
- Implemented a streamlined process for handling incoming messages, sorting correspondence, and efficiently distributing relevant documents.
- Curated and dispatched internal and external communications, including correspondence, drafts, memos, and emails.
- Maintained financial oversight by managing billing processes, tracking payment dates, meeting mailing deadlines, and facilitating the disbursement of funds.

LEADERSHIP EXPERIENCE

Graduate Student Member, Online Business Student Association, Arizona State University **2023 - Present**

- Active member of OBSA, a leading student organization for online business students at Arizona State University's W.P. Carey School of Business. Dedicated to fostering a global community, providing inspiration, support, and extensive networking opportunities. As part of a distinguished cohort, focused on establishing meaningful connections within the broader ASU business student body, composed of 18,000+ individuals, to enrich the university experience and propel toward successful business careers.

Graduate Student Mentor - Student Accessibility and Inclusive Learning Services, Arizona State University **2023 - Present**

- Provide one-on-one support and guidance to 2+ students with mental health challenges, fostering a safe and empathetic environment for open communication – taking on additional mentees as the need for support arises.
- Collaborate with the accessibility office team to develop and implement strategies, workshops, and resources aimed at promoting mental health awareness and well-being within the student community.
- Act as a liaison between students, faculty, and relevant campus resources to ensure that the unique mental health needs of students are understood and accommodated appropriately.

Graduate Student Member, (GPSA) Graduate and Professional Student Association - Arizona State University **2023 - Present**

- GPSA supports the ASU charter by ensuring that all students are included through our programming, through recognition of our talented and diverse student body, and through advocating for all student voices. GPSA provides support programs to graduate students including travel grants, research grants, and professional development programming. GPSA offers a variety of awards recognizing graduate student mentorship, research, teaching, and advocacy. GPSA advocates for graduate student concerns on the local, state, and federal levels.

Graduate Student Board Member, Family Resources Board, Arizona State University. **2023 - Present**

- The board is advisory to the coordinator of ASU Family Resources. Its focus is on those programs, policies and services for students throughout ASU's 144,000+ student body with child, elder and other dependent care needs.
- Members are appointed by the President on the recommendation of the Senior Vice President for Educational Outreach and Student Services.

Dean's Advisory Council, W.P. Carey School of Business - Arizona State University **2021 - Present**

- Advise and work on academic and extracurricular-related projects, closely with the Dean of the W.P. Carey School of Business, and council members of the DAC.
- Assist in the creation of digital media for the Dean's Advisory Council; including marketing and outreach material.
- Collaborated with members of the 18,000+ student body to acquire feedback for the development of the W.P. Carey School of Business.

Student Health Advisory Board, Arizona State University **2021- Present**

- The Student Health Advisory Board is advisory to the Senior Vice President for Educational Outreach and Student Services regarding policies, programs, services, and future directions for Student Health.
- Discuss various projects to benefit the 144,000+ student body through ASU Health Services; such as accessibility to mental health resources, insurance plans, and vaccination affordability.

Director of Advocacy, Accessibility Coalition - Arizona State University **2021 - Present**

- Serve alongside the Senior Vice President of Educational Outreach and Student Services to ensure equal, fair access and opportunity in education, employment, and full participation for all individuals at Arizona State University.
- Review comments or concerns from the 144,000+ members of the Arizona State University student body, regarding disability services and accommodations, and provide support to navigate their experience.

Senate President, Undergraduate Student Government Polytechnic - Arizona State University **2021- 2022**

- Advocated for the Undergraduate Student Body of 5,500+ students on the Polytechnic Campus.
- Oversaw and managed the USGP Senate team. Serve as a liaison between the USGP Executive Board and the USGP Senate.
- Serve as a mentor to support initiatives by the 15+ member Senate team, and 30+ member organization.
- Lead bi-weekly Senate Meetings where constituents of ASU Polytechnic are given the opportunity to voice their comments or concerns.
- Evaluated feedback from ASU Administration and constituents on Campus.

Roots N Boots Rodeo Youth Committee, Queen Creek, AZ **2016-2021**

- Served as an Executive Assistant to the President, Vice President, and Sponsorship Chair of the organization.
- Oversaw initiatives to ensure the rodeo's continued success, including gathering data from rodeo goers and surrounding rodeos in Arizona on attendance, participation, and overall funds collected.
- Curated a digital space to store all records, documents, and all relevant information to be easily accessible by the Committee.
- Assisted in the creation of correspondence, sponsorship contracts, and public-facing documents, while ensuring accurate and consistent messaging.

National 4-H Youth Foundation, Arizona.**2010-2020**

- Membership in the National 4-H Youth Foundation involves active participation and support in fostering the development of youth through educational programs, community engagement, and collaboration with volunteers. Members contribute to the strategic vision, promote a culture of inclusivity, and play a vital role in fundraising efforts to ensure the Foundation's sustained impact on the growth and empowerment of 4-H youth across the nation.

PUBLICATIONS

The Way It Used To Be**June 2023**

- "The Way It Used To Be," by Jessica Quesada invites readers on a deeply personal journey of reflection and growth. Through a collection of heartfelt writings, Quesada shares her experiences and relationships, offering an honest and sincere exploration of the joys and challenges of life. Her words are both melancholic and empowering, celebrating the beauty and complexity of the present while also acknowledging the difficulties of the past. Quesada's writing is a powerful reminder that even in the darkest moments, there is always hope and possibility for growth and renewal.
- Available for Purchase on [Amazon](#).

AWARDS

Eugenia Scott Hawthorne and Ralph Rogers Hawthorne Scholarship**June 2023**

Arizona 4-H Youth Foundation

- Awarded by the Arizona 4-H Youth Foundation as a result of academic merit and service within the community.

Most Influential Video**May 2023**

Civic Influencers

- Awarded by the Civic Influencers organization for creating the 'most inspiring' short video to emphasize the importance of youth voting.

Dean's List Honoree**December 2022**

Arizona State University

- W.P. Carey School of Business Dean's List recognition is awarded to students who were enrolled in 12 or more credit hours and earned a grade point average of 3.5 or higher for the semester.
- Earned academic achievement while simultaneously working full-time through a career rotation & two part-time roles – and being enrolled full-time in a degree program at ASU.

Jake Flake Memorial Scholarship**June 2022**

Arizona 4-H Youth Foundation

- Awarded by the Arizona 4-H Youth Foundation as a result of academic merit and service within the community.

Outstanding Undergraduate Student Leader. Polytechnic.**April 2022**

Arizona State University, Pitchfork Awards.

- Arizona State University has recognized hundreds of students, advisors and organizations who demonstrate personal and organizational leadership, collaboration and commitment to better the Arizona State University community. The university celebrates the people who strive to make a difference on ASU's campus through the annual Pitchfork Awards.
- Selected out of the 5,500+ member student body on the Polytechnic Campus to receive this award as a direct result of service to the University, and involvement within student efforts.

Cooley Community Impact Award, Polytechnic.**April 2022**

Arizona State University, Poly Awards.

- Cooley Community Impact Award is awarded to a student who makes a meaningful contribution within both their local and academic community.
- Selected out of the 5,500+ member student body on the Polytechnic Campus to receive this award as a direct result of service to the University, and involvement within student efforts.

Leonard & Rita Cheatham Endowed Scholarship**June 2021**

Arizona 4-H Youth Foundation

- Awarded by the Arizona 4-H Youth Foundation as a result of academic merit and service within the community.

National 4-H Congress Delegate**November 2018**

Arizona 4-H Youth Foundation

- Selected as 1 of the 8 delegates to represent the State of Arizona, at the National 4-H Congress, held in Atlanta, Georgia.
- Selection to serve as a delegate to the National 4-H Congress is one of the highest awards that an Arizona 4-H member can receive.