

Work Experience

September 2004 – July 2005 and January 2006 – present
Office Assistant

Gerald H. Pitman, M.D.
New York, NY

Assist with various aspects of the office for a prominent plastic surgeon, including:

- Academic chart reviews and research for professional presentations and lectures
- Coordination of media inquiries and maintenance of an organized database for all appearances and publications.
- Development and maintenance of organizational format for photographs and office files.
- Coordination of patient appointments and information provided to patients.
- Personal assistant responsibilities, including the coordination of personal and professional schedules.

September 2005 – May 2005
Tutor

SUNY New Paltz
New Paltz, NY

Facilitated one-on-one hourly sessions to assist students with a focus on developing independent learners responsible for their own advancement and success in higher education.

- Sessions involve a variety of subjects including essay structure, grammar, MLA/APA formatting, statistical concepts, and hypothesis testing design.

Honors & Activities

- Kappa Delta Pi National Honor Society Member
- Lambda Pi Eta National Honor Society Member
- Miss Lewis County 2004, 2002; Volunteer Award; Joan Jones Service Award; Top Ten at Miss New York 2002
- Miss Forest Queen 2003; Top Ten at Miss New York 2003; Shirley MacFarland Service Award
- NYC Marathon Finisher - 2003, 2004, 2005
- Marine Corps Marathon Finisher – 2006

Affiliations

- I-SAFE certification
- Association for Supervision & Curriculum Development (ASCD)
- National Council for Teachers of English (NCTE)

Publications & Presentations

- Blumberg, F.C., Eger, S.J., & Torenberg, M. (2004). Paper presented at Human Development Conference, Washington DC.
- Blumberg, F.C., Solazzo, L.A., Auld, D.P., Galvin, K.A., & Eger S.E. (2004). *Video games*. Entry in C.B. Fisher & R.M. Lerner (Eds.). *Applied Developmental Science: An Encyclopedia of Research, Policies, and Programs*.
- Review of Robertson, Brian C. (2003). *Day care deception: What the childcare establishment isn't telling us*. Review published in several publications (2004-2005).