

# Melanie Renee Stevens

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## OBJECTIVE

Seeking a position with a growing organization in order to make a positive impact on the community, and experience long term career growth.

## EDUCATION

### Bachelor of Arts, Criminology and Criminal Justice Anticipated December 2012

College of Behavioral and Social Sciences

University of Maryland, College Park

## WORK EXPERIENCE

Undergraduate Lab Assistant

June 2010 - Present

### William O. Lamp

Department of Entomology, University of MD, College Park 20742

- Collecting Bt corn, processing transgenic maize by grinding up corn tissue samples for analysis
- Packaging and processing carbon, nitrogen, and hydrogen capsules filled with grounded corn tissue
- Measuring chlorophyll production and toughness of corn tissue
- DNA analysis; PCR of potato leaf hopper to determine the affect of antibiotics on bacteria within the potato leaf hopper at different concentrations
- Sorting, identifying, and processing freshwater invertebrates from various streams during different times of the year
- Greenhouse care
- Collecting and recording experimental data; data input
- Assisting in graduate research

Pre-College Adviser/Tutor

Sept. 2008 - May 2010

### Educational Talent Search

3103 Turner Hall, College Park, MD 20742

- Service Delivery - design, coordinated, and implemented activities and workshops for program participants
- Supervision - supported program staff in student supervision in classroom and various expeditions
- Program Management/Administration - maintained compliance with US Department of Education areas such as documentation, filing, and participant privacy; prepared and distributed summative evaluations of program events; assisted program staff with planning and program development
- Internal/External Public Relations - developed and maintained relationships with students and parents; attended community events, forums, colloquiums, and other events that related to the goals and objectives of the program
- Program Design/Development/Evaluation - revised program marketing materials

Intern

Sept. 2007 - Apr. 2008

### William O. Lamp

Department of Entomology, University of MD, College Park 20742

- An independent project that dealt with the physiological response of clovers to the potato leafhopper injury
- Compared the effects of the potato leafhopper on the native clover and its effect on five different foreign clovers
- Determined how damaging the potato leafhopper was to the photosynthesis and transpiration rates of the foreign clovers

## ORGANIZATIONS

### Criminal Justice Student Association

Feb. 2011 - Present

- Providing extracurricular opportunities to further explore critical issues involving criminology and criminal justice
- Providing students with valuable information for making decisions about career choices, further graduate level study, and law school
- Providing students with opportunities for academic and social interaction, and access to criminology and criminal justice researchers, teachers, and practitioners representing a variety of government, academic and commercial corporate and non-profit organizations

**Sister to Sister**

Apr. 2009 - Sept. 2010

- Served as mentors and academic tutors
- Provided students with leadership opportunities and personal and career information
- Increased students' academic achievement, aspirations and opportunities

**SKILLS**

- Strong computer skills and exposure to SPSS, Microsoft Word, PowerPoint, Excel, Adobe
- Microsoft Office, Windows XP, Vista, Windows 7, Internet Explorer, Firefox