

Priscila Covarrubias

Empathy - Positivity - Developer - Maximizer - Adaptability

(817)475-2870

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EXPERIENCE

University of Kentucky - Boyd County Cooperative Extension Service — *Extension Staff Assistant*

July 2024- Current

- Assisted phone/walk-in clients to direct them towards proper extension resources and agents
- Providing administrative support to the Extension office such as record keeping, newsletters, developing and maintaining websites ect.

Catalina Environmental Leadership Program—*Environmental Educator / Naturalist / Garden Coordinator*

Spring 2024

- Led a variety of Environmental Programming including hikes, dives, gardening, sustainable living, native plant cultivation and restoration, invasive species removal
- Developed curriculum surrounding Catalina's unique ecosystem tailored to individual school needs on a week by week basis.
- Expanded upon personal knowledge in marine sciences through weekly in-services and training with naturalists from The Ocean Futures Society, an organization headed by Jean-Michel Cousteau.

Putnam City Schools, Windsor Hills Elementary — *Elementary Music*

July 2020 - 2022

- Developed a respected music program that significantly increased community involvement
- Maintained consistent communications with students, families, and faculty through various channels (email, texts, calls, applications)
- Created, distributed and administered online content for distance learning
- Adapted engaging lessons to comply with CDC regulations

Guthrie Public Schools, Guthrie Upper Elementary School — *5th & 6th Vocal Music*

Dec 2018 - May 2020

- Founded a successful after school show choir program
- Collaborated with fellow choral teachers to organize choral programs
- Developed curriculum for choral and general music
- Communicated with parents consistently through several outlets

SUMMARY OF SKILLS

- Proficient in :

Microsoft office applications, Google Suite, Canva

- Adaptability to new situations
- Ability to work collaboratively and independently
- Excellent administrative and organizational skills

EDUCATION

Southern Nazarene University—*Bachelor of Arts*

August 2014 - December 2018

Major: Music Education

CERTIFICATES

Master Gardener— University of Kentucky Ext.

Botanical Illustration— Cornell University Ext.

University of Oklahoma —*Kodaly Level 1 Certification*