

# Katherine C. Stuart

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## OBJECTIVE

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To put into practice the multi-dimensional knowledge and experience I have obtained in the global fight against HIV/AIDS through international, national and local HIV/AIDS program development, fundraising, public advocacy, education, and legislative experience.

## PROFESSIONAL EXPERIENCE

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### Associate Director of Development and Public Affairs

*The Alliance of AIDS Services – Carolina, Raleigh, NC*

2006–2008

- Managed, developed, and tracked the special event budget.
- Obtained sponsorships by building and maintaining relationships with corporate donors.
- Implemented, planned, and managed special events and fundraisers.
- Advocated for public policy initiatives in the state of NC for people at risk or living with HIV/AIDS.

### Staff Assistant

*Office of Senator Elizabeth Dole, Washington, DC*

2005–2006

- Answered telephones, greeted visitors, responded to constituent requests for general information, tours, flags, and other inquiries.
- Managed mail distribution and the office supply account.
- Tracked floor activities and processed press clips.

## PHILANTHROPIC DEVELOPMENT

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### AIDS Educator

*Sympathy International, Cape Coast, Ghana*

2005

- Provided AIDS education to families in their homes.
- Worked with Women in Progress, a non-profit women's empowering organization, to establish a computer lab and provide computer education to women entrepreneurs.
- Worked on computer skills with children in an orphanage in Cape Coast.

### Benefit Coordinator and Founding Member

*The Nyumbani Program, Washington, DC*

2005

- Worked with members of the Board of Directors of the Children of God Relief Fund, Inc. to prepare for the twelfth annual Nyumbani Benefit for the HIV positive children who live in the Nyumbani Orphanage in Kenya.
- Developed self-sustaining methodology for HIV positive children and administrators of the Nyumbani Orphanage in Kenya.

### Media Relations

*D.C. Fights Back, Washington, DC*

2006

- Authored press releases for a HIV/AIDS organization in DC whose mission is to educate the city over the devastation of the AIDS pandemic.
- Formulated community dialogues with mayoral candidates in the District and attended forums regarding current statistics and legislation.

## **PROFESSIONAL INTERNSHIP**

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### **Congressional Intern**

*Office of Senator Richard Burr, Washington, DC*

*2005*

- Responded to constituent mail and phone calls, and worked with Capitol Correspond and designated projects for the Senator.
- Researched international HIV/AIDS policy through legislative hearings and meetings with Senators.

## **EDUCATION**

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### **Bachelor of Science in Sociology, Family Development**

*Appalachian State University, Boone, NC*

*2002–2005*

- Chancellors List 2005, Deans List 2003–2005, Gamma Beta Phi Honors and Service Club, Phi Gamma Mu International Social Science Honors Society