

Katie Marie Caldwell

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Education:

Austin Peay State University (Clarksville, TN) 1997-2002, 2011-2011 – B.S. in Sociology, Minor in Vocal Music

University of Hawai'i at Manoa (Honolulu, HI) 2011-2014 – MSW, Graduate Certificate in Women's Studies

Work Experience and Career Development

University of Hawai'i at Manoa Myron B. Thompson School of Social Work: (January 2017 – Present)

Position: Full-time Instructor

- Full time instructor teaching a minimum of 7 classes in a 9-month period, including SW200 *Intro to Social Work* (both in-person and online), and SW360, SW361 and SW659, SW660 *Human Behavior in the Social Environment* (MSW and BSW)
- Member of the Scholarship Committee (through the department)
- Assisted in launching the new BSW Distance Education degree option (2018)
- Assisted in creating an accelerated online platform for distance learning for the BSW Distance Education degree option
- Academic advisor to 40 BSW undergrad students
- Committee member for strategic planning/technology innovation for the School of Social Work, including social media.

Making Media That Matters (Hawai'i Women in Filmmaking): (January 2016 – Present)

Position: Social Worker, Program Director

- Social worker for staff and participants. The program involves at-risk cisgender, transgender, and non-binary female youth (ages 12-18)
- Writer/blogger for the program, updated weekly on the agency website
- Instructor/facilitator for the social justice component of the program (weekly "lessons" on differing social justice issues, such as racism, colonization, oppression, feminism, LGBTQ, etc.)
- Train and instruct staff on crisis/trauma management, triggers, and working with oppressed populations
- Create/maintain partnerships with local organizations that can assist in the agency mission (Planned Parenthood, Domestic Violence Action Center Teen Program, Sex Abuse Treatment Center, etc.)
- Interview, hire, and train new staff and social workers (alongside the Executive Director)
- Social media manager for the program (Instagram, Facebook)

University of Hawai'i at Manoa Women's Studies Department: (November 2010-Present)

Position: Research Assistant (2010-2011) Graduate Teaching Assistant (2011-2014), Lecturer (Present)

- Instructor for WS 446 *Gender and Violence*, WS 200 *Gender and Appearance*, WS 375 *Women and Media*
- Provided assistance to Dr. Meda Chesney-Lind and Dr. Susan Hippensteele with data collection and research for publications
- Assisted the department in the process of moving from a provisional BA to a permanent BA for Women's Studies
- Assisted with NSF grant project with Dr. Susan Hippensteele
- Teaching assistant for WS 176 *Gender/Sex/Sexuality 1500 to Present* for Dr. Ayu Saraswati. Duties included preparing for and teaching a lab section on a weekly basis consisting of 40 students, and grading for the entire course (quizzes, tests, projects, and papers)
- Teaching assistant for WS 350 *Sex Differences in the Lifecycle* for Professor Lisa Vallin. Duties included preparing for and teaching class once a week, assisting with grading of quizzes, papers, and projects, as well as assistance in securing speakers for the class, related to course topics
- Assisted Dr. Ayu Saraswati in research for the department in their plans to adopt a future PhD program
- Organizer and coordinator of the Women's Studies Academic Colloquium Series, in which UH Manoa academics, visiting professors from the mainland, and other countries present original work to students
- Coordinator and advisor for the Women's Studies Graduate Capstone Series
- Student Advisor for undergraduate Women's Studies certificate students

University of Hawai'i at Manoa Myron B. Thompson School of Social Work: (August 2016-January 2017)

Position: Adjunct Lecturer

- Instructor for graduate-level *Human Behavior in the Social Environment* for the MSW Program
- Instructor for MSW 699 independent study course
- Instructor for SW 200 *Intro to Social Work* undergraduate course

No Vote No Grumble (Partners in Development Foundation): (June 2014 – November 2016)

Position: No Vote No Grumble Communications Project Manager

- Managed all social media accounts for the campaign (Twitter, Facebook, Instagram)
- Wrote published pieces on behalf of the organization (Civil Beat, Common Cause, Mana Magazine, etc.)
- Created, designed, and updated campaign website, provided all original content for website
- Organized regular event presentations and appearances for campaign exposure: sign-waving, voter registration tables, political events, and fundraisers
- Worked with other local political organizations, non-profits, schools, and community organizers to partner with the campaign
- Grant writing and editing
- Organized and facilitated a gubernatorial debate

Fidelity National Title and Escrow: (May/2011 – September 2011)

Position: Administrative Assistant

- Front-desk reception including all clerical duties (filing, fax, phone system, package scheduling, greeting customers, etc)
- Data entry for office IT director
- Assisted title and escrow officers with daily clerical work and customer service
- Opening/closing duties of office on a daily basis
- Assisted HR manager with specialized tasks as needed

Domestic Violence Action Center (DVAC): August/2006 – September/2009

Position: Senior Advocate/Counselor

- Provided survivors of intimate partner abuse comprehensive support and advocacy as they navigate the legal, health and social service systems
- Offered clients long-term case management and counseling
- Supplied clients with needed legal information and worked in conjunction with attorneys and paralegals on the client's behalf
- Provided domestic violence education and worked with other agencies that could be of assistance
- Referred clients to DVAC legal team for legal representation, as well as referrals to other DVAC programs
- Accompanied clients to all relevant appointments for assistance (welfare, doctor's appointments, police station, etc.)
- Provided accompaniment to court hearings in family/criminal/federal court (TROs, Divorce, Custody, etc.)
- Provided referrals and Sponsorship to educational opportunities and scholarships.
- Worked closely with immigrants to assist them in legalizing their status and achieve work permits
- Arranged psychological counseling and/or support groups for victims and their children
- Safety planned with all clients to assure the utmost safety
- Worked two Legal Helpline shifts a week and trained new employees/students to do so

Party of Six: October/2006 – August/2007

Position: Member Services and Sales Director

- Trained new office staff and supervised existing staff
- Provided support for new and existing clients
- Developed partnerships between Party of Six and island companies (such as bars, restaurants, outdoor tours, bars, etc.)
- Conducted "Relationship Coaching" sessions for clients
- Counseled current and potential clients on a daily basis
- Sold new memberships to interested potential clients
- Assisted with marketing/advertising campaigns for the company, including social media
- Managed client membership base and matched clients through membership base daily

National Multiple Sclerosis Society: December/2005 – July/2006

Position: Client Programs Coordinator

- Counseled newly diagnosed patients, first contact for all new or interested clients
- Maintained, monitored and supervised existing Self-help Groups throughout the state to insure they meet Chapter guidelines
- Enlisted sponsorships from local organizations to fund our Program Department's educational trainings and workshops
- Trained and supervised new volunteers and student interns (including database training)
- Secretary of the Clinical Advisory Committee and Strategic Initiatives Committee
- Inspected event locations to ensure they meet standard Chapter regulations
- In charge of implementing all new programs from National Headquarters
- Took monthly inventory of brochures and society literature to be distributed to affiliated clinics

Executive Service Corps of Indiana: February/2005 – July/2005

Position: Management Assistance Program Administrator

- Assisted the Director of Consulting by serving as a conduit between staff, volunteers, and clients
- Responsible for communication to all consultants and clients to provide project status
- Prepared and edited reports, strategic plans, and others as needed by consultants and staff
- Performed project intake, consulting Letters of Agreements, tracked consultant hours/project

status, closure, evaluation and billing

American Red Cross, Mid-West Kentucky Chapter: April/2004 – January/2005

Position: Special Events Coordinator

- Organized special events (mainly fundraising) for the Mid-West Kentucky Chapter.
- Served as a liaison between the American Red Cross and other social service organizations
- Orchestrated the “Miles for Measles” fundraiser, (chapter raised the largest amount in the nation)
- Participated in the planning stages of the “Heroes Campaign”, and other fundraising ventures
- Completed daily office work, data entry and updated and maintained our chapter’s website
- Composed and published our monthly newsletters
- Aided military service inquiries
- Taught CPR and health and safety classes
- Assisted with disasters locally and worked on disaster DR-866 (Hurricane Relief), in Orlando, FL

Urban Ministries/Safe House Domestic Abuse Shelter: 07/2001 – 12/2003

Position: Relief Manager

- Checked in and evaluated new clients, performed exit interviews for residing clients
- Became senior crisis counselor for crisis hotline
- Counseled in-shelter clients
- Trained new volunteers and students for crisis hotline
- Organized donations, maintained upkeep of shelter, and occasional weekend/overnight worker
- Provided clients with other basic services (transportation, job search, legal services, etc.)

Graduate Student Practicum Placement for Master’s in Social Work Program, UH Manoa:

Ka Hale Ho’āla Hou No Nā Wāhine (TJ Mahoney’s) Practicum Placement: (August 2013-May 2014)

TJ Mahoney’s is a macro-experience placement in which I directly assisted the Executive Director. TJ’s is a community-based re-entry program dedicated to the mission of empowering incarcerated women to successfully transition from prison to the community. I helped to organize and teach a creative writing workshop for the residents, performed daily administrative tasks and projects, organized graduation and aloha ceremonies, researched and edited grant applications, and acted as a liaison between the organization and other community groups.

Western Samar Development Foundation (WESADEF), Calbayog City, Philippines: (May-August, 2013)

Consuelo Foundation provided this coveted internship experience. WESADEF operates a shelter for girls that have endured some form of sexual trauma (trafficking, rape, incest, etc.). I lived and worked on-site in the shelter with 23 girls (ages 6-20) for 3.5 months. I used both yoga and music therapy as a means to treat trauma; using art and movement to assist in the healing process. Additionally, I organized and conducted workshops in various villages in the community on domestic violence and women’s rights.

Volunteer Experience:

Girlfest Volunteer and participator – Honolulu, HI

Pacific Alliance to Stop Slavery and Human Trafficking – Honolulu, HI

Domestic Violence Action Center organizer for 5k Race against Domestic Violence, Poinsettias for Peace fundraisers

One Billion Rising Organizer and dance instructor – Honolulu, HI

Hawai’i Women in Filmmaking volunteer for *Making Media that Matters* project – Honolulu, HI

American Red Cross (Tornado Disaster Relief) - Madisonville, KY; (Hurricane Disaster Relief) – Orlando, FL

Girls on the Run Assistant Coach – Honolulu, HI

WESADEF (shelter, Philippines) charity drive organizer (multiple charity drives for the shelter and for typhoon relief) – Honolulu, HI

Volunteer as admin/moderator/social worker for the largest online support group (30,000 members) for a chronic illness

Human Trafficking Task Force – Honolulu, HI

Special Skills/Attributes:

Lived and worked abroad in Buenos Aires, Argentina (2009)

Lived and worked abroad in Calbayog, Philippines (summer of 2013), novice Tagalog/Waray-speaking skills

Full grasp of all Microsoft Office products (Word, Excel, Powerpoint, etc.)

Moderate-advanced knowledge of Wordpress blogging site

Multiple trainings and certificates in domestic violence (including a 40-hour intensity DV training seminar), immigration services, courtroom and legal work, under-served populations, welfare and section-8 housing, Title IX, and human trafficking.

Free-lance writer featured in several online capacities (*Elephant Journal*, *The Ballad of Joe and Katie*) as well as local Hawai’i publications (*Flux Magazine* and *Abstract Magazine*).

Social media training (Instagram)

Speaking engagements at Chaminade University and Hawaii Pacific University

Speaker for the SIBO SOS Symposium (chronic illness symposium)

Nominated for 3 UH Manoa Excellence in Teaching Awards

Invited speaker for the Social Work and Social Development Conference on behalf of UH Manoa in Dublin, Ireland

Professional/Personal References:

Sarah Zeren (808)341-6637

Dr. Vera Zambonelli (808)206-0848

Dr. Ayu Saraswati (808) 956-8669