

BETHANY BELL

1410 Grady Avenue Charlottesville, VA, 22903 | 857.278.9857 | bell.bethany.ann@gmail.com | www.bethanyannbell.com

KEY SKILLS

Excellent historical research and writing skills; Proficient in Microsoft Office and Google Suite Tools; Project Management, Collaboration, Excellent presentation/public speaking skills

WORK EXPERIENCE

Research Intern June 2023 - September 2023

Finding Virginia's Freetowns and Griffin Blvd Archives; Charlottesville, VA

- Conduct research on Black land ownership in Virginia using 18th and 19th century historical records
- Organize research in accessible ways to share with collaborators with differing needs and expectations
- Communicate timely updates to fellow researchers, projects sponsors, and data scientists
- Conduct genealogical research and create family trees using census, newspaper, and other historical records
- Participate in historic preservation project committee meetings

Manager, Early Learning Innovation June 2020 - Aug 2022

Acelero Learning (New York, NY); Remote

- Supported promotion of new initiatives through interviews with subject matter experts
- Developed and managed work plans, timelines, and resources for innovative project re-imagining birth to five curriculum
- Developed, implemented, and managed virtual learning content for 5000+ Head Start students
- Created and conducted online teacher training for more than 300 Head Start teachers
- Recruited, trained, and supervised three contract curriculum writers
- Recruited, screened, interviewed, and facilitated the hiring and onboarding of project manager
- Regularly collaborated with stakeholders across multiple departments to complete projects
- Piloted and scaled new literacy and numeracy assessments for implementation across over a hundred centers
- Piloted new web-based dual language learning assessment for implementation across over a hundred centers

Curriculum Associate Apr 2020-June 2020

Acelero Learning (New York, NY); Remote

- Compiled, created, and edited web-based educational content impacting 5000+ Head Start students across the country
- Collaborated with Senior VP to improve project processes and consistently meet deadlines

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High School English Teacher

Sep 2018 - Mar 2020

U.S. Peace Corps; Eastern Province, Rwanda

- Wrote think pieces for monthly volunteer and staff newsletter
- Effectively and professionally communicated in cross-cultural contexts
- Managed communication between 35 volunteers and administrative staff
- Collaborated with teaching staff to write a \$5000 library improvement grant application
- Taught English to over 500 7th and 8th-grade students in a rural community with class sizes ranging from 60-75 students
- Created systems to improve the efficacy of lesson delivery and classroom management

Project Coordinator

Apr 2018 - Nov 2018

TNTP (New York, NY); Remote

- Collaboratively planned education report launch event for 200+ attendees
- Used LinkedIn recruiting to recruit a diverse pool of middle school STEM teachers for Success Academy
- Communicated with prospective teachers and provided timely responses to their inquiries

Associate Research Analyst

Dec 2017 - May 2018

Calvin Edwards and Company; Atlanta, GA

- Wrote hundreds of survey questions for dozens of programs
- Revised and edited 100+ page research reports
- Compiled quantitative and qualitative data into reports on program impact
- Led recruitment, training, and onboarding of a new staff member

Project Manager, Global English Team

June 2016 - June 2017

Bridge International Academies; Boston, MA

- Managed the development of 30+ printed textbooks from inception to completion
- Formatted and edited 30+ English textbooks averaging 200 pages each
- Developed training manuals and led onboarding for new team members
- Prepared weekly and monthly reports on the team's progress and impact
- Created and maintained the team's project calendar and project trackers
- Led a series of professional development meetings and workshops for fellows
- Collaborated with numerous teams across sectors, offices, and countries.

Curriculum Writer, Global English Team

Jan 2016 - Apr 2016

Bridge International Academies; Boston, MA

- Wrote over 1,000 teacher guides for use in Ugandan primary schools.
- Outlined, researched, and wrote over 50 lessons in science textbooks for use in Ugandan primary schools.
- Prepared English, Literacy, and Writing content for use in lessons and exams.

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Teaching Assistant

Sep 2015 - Dec 2015

Boston University; Boston, MA

- Developed and implemented a course for three weekly discussion sections
- Collaborated with the lead professor to establish goals and monitor students' progress
- Integrated supplemental learning opportunities into the course discussions
- Provided one-on-one instruction during 10 office hours per week
- Reviewed, graded, and provided feedback for over 300 student assignments
- Maintained timely communication with 40 undergraduate students over the course of the semester

EDUCATION

University of Virginia, Charlottesville, VA

May 2024

Master of Arts, History

Graduate Certificate, Digital Humanities

Tentative Thesis: Dismantling the Master's House: How Freedom Seekers Reshaped the Built Environment During the U.S. Civil War, 1861-1865

GPA: 4.0 / 4.0

Boston University, Boston, MA

Jan 2016

Master of Arts, Global Development Policy

Graduate Certificate, African Studies

GPA: 3.87/4.0

University of Central Arkansas, Conway, AR

May 2014

Bachelor of Arts, International Relations

GPA: 3.74/4.0

LEADERSHIP OPPORTUNITIES

Secretary - Graduate History Students Association

October 2022 - Present

University of Virginia

Equity Task Force Communication Strategy Committee

Sep 2021 - Aug 2022

Acelero Learning

Volunteer Assistant Trainer

Sep 2019 - Dec 2019

Peace Corps Rwanda

Secretary - Volunteer Advisory Committee

March 2019 - March 2020

Peace Corps Rwanda

CERTIFICATIONS

Teaching English as a Foreign Language

April 2020

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LANGUAGES

French - *Level B2 (Proficient)*