

Christina Nelson

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PROFESSIONAL EXPERIENCE

Academic Advisor ▪ Fairbanks School of Public Health (FSPH)

September 2022-Present

Indiana University Indianapolis (formerly IUPUI)
Indianapolis, IN

- Audit records for progress towards degree, major change exploration, and graduation
- Document student communication and maintain detailed meeting notes (125 students)
- Educate students and faculty on various university/school procedures, policies, and best practices
- Plan and execute special events celebrating and honoring various student populations like first generation students
- Train generalist/exploratory advisors on curriculum and career opportunities

Academic Advisor ▪ School of Health and Human Sciences (SHHS)

October 2016-August 2022

(formerly School of Physical Education/Tourism Management before merger)
Indiana University Purdue University Indianapolis (IUPUI)
Indianapolis, IN

- Advised undergraduate student caseload (220 students)
- Collaborated to plan and execute orientation and special events
- Co-Taught First Year Seminars
- Coordinated Housing and Residence Life SHHS housing community

Adjunct Faculty ▪ Kelley School of Business ▪ Business Communication

August 2014-December 2017

Indiana University Purdue University Indianapolis (IUPUI)
Indianapolis, IN

- Customized online learning tools for the course learning objectives
- Modified semester syllabus and classroom conduct policies
- Created interactive, multi-media weekly lessons
- Proactively reached out to students in academic need

Academic Advisor ▪ School of Informatics and Computing

August 2011-December 2013

Indiana University Purdue University Indianapolis (IUPUI)
Indianapolis, IN

- Provided academic advising to students in two undergraduate majors and one master's degree program
- Assessed policies/procedures, advised on best practices, and made necessary changes
- Evaluated and tracked transfer credits
- Recruited prospective students
- Co-coordinated various special events for prospective and current students
- Co-taught a freshman seminar specific to Informatics undergraduates
- Initiated and co-lead the first Informatics Bridge Learning Community in fall 2013

Academic Advisor ▪ University College

September 2006-July 2011

Indiana University Purdue University Indianapolis (IUPUI)
Indianapolis, IN

- Provided academic advising to primarily first and second year students
- Co-taught 5 freshman seminars every fall
- Provided group and individual advising during orientation
- Volunteered to mentor 1-2 probation students each semester (STAR Program)

Residence Life Coordinator ▪ University Terrace and Health Peer Education Coordinator June 2004-June 2006
Butler University
Indianapolis, IN

- Managed building of nearly 100 upper classmen students
- Hired, trained and supervised staff of 5 undergraduate students
- Planned various building-wide programs and supervised student staff in program planning and implementation
- Assisted in a wide variety of departmental initiatives and projects (staff selection, RHA, information fairs etc.)
- Co-lead an Alternative Spring Break Service Trip to Biloxi, Mississippi
- Recruited, trained, and supervised 8-10 volunteer undergraduate peer educators
- Facilitated the planning and implementation of various initiatives around 6 health topics
- *NEW* self-defense and healthy relationships program & *NEW* freshmen alcohol education program

Communication Skills and Interpersonal Relations ▪ Mentor January 2004-May 2004
Indiana University
Graduate level counseling course
Bloomington, IN

Alcohol & Drug Information Center ▪ Graduate Assistant August 2002-May 2004
Indiana University
Bloomington, IN

Placement Assistant October 2001-August 2002
Professional Careers Institute
Indianapolis, IN

HONORS, AWARDS AND PRESENTATIONS

NACADA Annual Conference Co-Presenter (Sophomore Proactive Advising) October 2017
Favorite Professor Award (nominated by a student in my First Year Seminar), IUPUI Fall 2011
Extra Mile Award, University College, IUPUI 2010
21 Club Member, University College, IUPUI (student nominated for impacting first year success) 2007, 2008, and 2009

EDUCATION

Master of Science in Higher Education & Student Affairs May 2004
Indiana University, Bloomington, IN

Bachelor of Art in Communication Studies May 2000
University of Iowa, Iowa City, IA