**Aynoa Rincon**

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**Education**

**Salt Lake Community College | May 2018**

*Associate of Science General Studies, Political Science, Economics.*

**Work Experience**

**Salt Lake Community College** **February 2017- April 2018**

###### Salt Lake Community College Student Association President

* SLCCSA President advocating for all students across the state.
* Oversaw SLCCSA student boards and organizations on all campuses. Developed and maintained working relationship with students, faculty, staff and community.
* Mentored Club presidents, leaders and students at large to develop education plans, career goals and study and life skills.
* Plan and programed various activities in a large and small scale such as: Multicultural Graduation and Bruin Bash where over 2,000 students participated.
* Assisted Student Life and Leadership Director with improvements and changes to past events based upon feedback received. Utilized databases to quantify data in regards to participation, engagement and successful events.
* Successfully manage or approve various student budgets ranging from 10k-16million.

##### **Salt Lake Community College**  ***February 2016- March 2017***

##### *Assistant for Vice President to Clubs and Organizations*

* Supported and assisted Clubs Vice President in all duties assigned.
* Manage clubs office providing customer service to students, liaisons and club presidents.
* Created a successful tracking system that helped increase student involvement by improving proper procedure checks.
* Trained and coached a team of 12 student leaders on club manual, policies and procedures, club funding and club travel.
* Performed clerical duties, scheduling meetings, running office reports and assisting leads with office needs.

##### **Salt Lake Community College *August 2015- February 2016***

##### *Liaison for Vice President to Clubs and Organizations*

* Served as a liaison for student clubs, communicating vital information to a broad range of clubs to be successful on campus.
* Plan and program Club Rush, Club Conference and Clubs Award Ceremony events to help student recruitment and network.
* Helped facilitate SLCCSA events.

**Achievements**

**2017-2018** SLCCSA President

**2017-2018** SLCCSA Executive Council Chair

**2017-2018** SLCCSA Outstanding Executive Council Members

**2017-2018** Utah Student Association member

**2017-2018** SLCC Board of Trustees Member

**2016-2017** Club Rush Event Lead

**2016-2018** Civically Engaged Scholar

**2016-2017** Acting Chair inter Club Council

**2016-2017** Phi Theta Kappa Member

**References upon Request**