

Kalley Elwell

KalleyElwell.com

 kalleylee99@gmail.com
 612-695-6133

EDUCATION

HAMLINE UNIVERSITY

Bachelor of Arts - BA Environmental Studies, Political Science (May 2020)

Relevant Coursework

- Global Environmental Conflicts
- Public Health Policy
- Political Research and Analysis

Awards & Honors

- Corner Rose Scholarship

Extracurricular Activities

- Division III Women's Lacrosse

ADDITIONAL SKILLS

Volunteer recruitment + outreach
Data management
Conservation practices
Customer service
Event planning, workshops + webinars
Time management
Scientific research + laboratory skills
Online community management
Digital content creation

VOLUNTEER SERVICE

Wildlife Rehabilitation Center of MN
Keystone Community Services
Open Arms of Minnesota
WWOOF USA

EXPERIENCE

ENVIRONMENTAL TECHNICIAN

Bay West LLC, Saint Paul, MN / July 2023 - Present

- Assist with Emergency Response (ER) activities, including equipment needs assessment, loading, and clean-up activities.
- Perform strenuous labor involving frequent standing, walking, lifting, and carrying heavy loads, in varying weather conditions.
- Accept, document, sort, package, and arrange for the disposal of household hazardous waste products.
- Install, collect, and deliver environmental air sampling filters from air monitoring stations year-round, including holidays and weekends.
- Operate company vehicles independently for up to 6 hours per day, adhering to safety protocols and HAZWOPER standards.
- Communicate effectively with internal and external customers, maintaining a professional demeanor in a fast-paced environment.

PERSONAL CARE ASSISTANT

AbbeyCare & AccraCare in Saint Paul, MN & UCP in Madison, WI

October 2020 – Present

- Provide professional care by offering support for clients physical and emotional needs.
- Prepare and maintain records of client progress and services performed, reporting changes in client condition to families.
- Strong problem-solving skills ability to troubleshoot issues before they escalate.
- Remain calm under pressure while balancing multiple demands.

SALES SUPERVISOR

Love From Minnesota, Roseville, MN / Aug 2019 - Oct 2020

- Open and close cash registers, performing tasks such as counting money, separating charge slips, coupons, and vouchers, balancing cash drawers, and making deposits.
- Maintain knowledge of current sales and promotions, policies regarding payment and exchanges, and security practices.

COLLABORATIVE RESEARCHER

Hamline University, Saint Paul, MN / Sep 2019 - Jan 2020

- Analyzing genetic variation among communities of earthworms and Daphnia and summarizing data into an easily understood research paper.
- Collect and analyze biological data about relationships among and between organisms and their geography.
- Conducting field research and developing methods for processing biological samples.

K-12 EDUCATION INTERN

People Serving People, Minneapolis, MN / Nov 2019 - Jan 2020

- Facilitated tutoring and enrichment programs for a diverse community by using positive youth development strategies.
- Recruit and sign-up volunteers.
- Research and analyze member or community needs to determine program directions and goals.

AMERICORPS CREW MEMBER

Conservation Corps MN & IA, Saint Paul, MN / May 2019 - Aug 2019

- Maintain campsites or recreational areas by trimming overgrown brush and building rain gardens.
- Spray plant life with herbicides to reduce competing vegetation and restore native prairie.
- Assess public land use.

CLIMATE JUSTICE INTERN

MN350, Minneapolis, MN / Jan 2019 - May 2019

- Structuring webinar sessions and comprehensive manuals for volunteers.
- Maintained several social media accounts to reflect the fast-paced actions of the program.
- Create and maintaining volunteer and donor databases and recruiting within the community (email, calling, and texting) through several software systems.
- Design or produce materials such as posters, web pages, or newsletters to promote, market, or advertise events.
- Provided support training volunteers to act through social media.

SALES ASSOCIATE

Dicks Sporting Goods, Roseville, MN / Nov 2016 - May 2019

- Describe merchandise and explain use, operation, and care of merchandise to customers.
- Place special orders or call other stores to find desired items.
- Maintain knowledge of current sales and promotions, policies regarding payment and exchanges, and security practices.

COMO ZOO EXHIBIT INTERN

Como Zoo and Conservatory, Saint Paul, MN / Sep 2018 - Dec 2018

- Sustaining filtration systems for professional exhibits including basic hydrodynamics.
- Strong mechanical aptitude and ability to blend analytical and creative thinking skills.
- Collected and tested water samples, using test equipment and adjusting the water chemistry appropriately.