

Sarah Margaret Krambeer
skrambeer@clarku.edu

Education

Clark University Master of Arts in Teaching	Worcester, Massachusetts expected graduation May 2023
Clark University Bachelor of the Arts in Psychology	Worcester, Massachusetts Graduated May 2022
Batchelor of the Arts in Community, Youth, and Education Studies	Graduated May 2022

Employment History

Clark University ITS Help Desk Technician	Worcester, Massachusetts August 2020-present
Troubleshoot software, hardware, and resolved networking issues over the phone, by email, and in person. Assisted with the complications of remote learning and audited assets when necessary. Deescalated situations and worked to solve and prevent problems before they occurred.	

Psychological Private Practice Office Assistant	Lawrence, Kansas May 2017- February 2021
Completed administrative tasks such as copying, faxing, scanning, and organizing. Worked under a confidentiality agreement and assisted with the technological aspects of transitioning to telemedicine.	

7th Annual Worcester Classic Ballroom Competition Competition Director and Coordinator	Worcester, Massachusetts May 2019-May 2020
Worked with vendors to organize and plan an annual Ballroom Competition. Was responsible for balancing books, creating invoices, and advertising. Served as the main point of contact for vendors, participants, and donors.	

Private Family Live-In Educator	Olathe, Kansas March 2020-August 2020
Cared for two children aged eight months and three years old. Was responsible for all aspects of their care including but not limited to, academic, developmental, and physical needs.	

Clark University IT Help Desk Consultant	Worcester, Massachusetts August 2019 – March 2020
Assisted clients with basic issues such as troubleshooting, network configuration, and appointment scheduling. Worked in a team-based environment to maintain appropriate records of client interactions.	

Episcopal Diocese of Kansas Administrative Intern	Merriam, Kansas May 2019-August 2019
Worked in a team-oriented environment to plan and facilitate large scale youth events across the state. Organized and led programming that served over four hundred youth. Planned, created, and scheduled social media posts across multiple platforms.	

Community Involvement:

Psi Chi, International Psychology Honors Society Inducted Member	Worcester, Massachusetts April 2021-present
Girl Scouts of America Troop Leader	Worcester, Massachusetts January 2019-present
All Kinds of Girls	Worcester, Massachusetts

Curriculum Coordinator
Clark University Ballroom Team
Vice President
All Kinds of Girls
Mentor

August 2019-present
Worcester, Massachusetts
August 2019-present
Worcester, Massachusetts
August 2018-May 2019

Professional Skills:

Collaborative Institutional Training Initiative (CITI) Training
Wilderness First Aid
Youth Worker Training Institute
Mental Health First Aid

March 2021
March 2021
May 2019
January 2019

Languages

English: Native
Spanish: Intermediate