Ila Rose

ilamichellerose@gmail.com | (607) 269-6548

EDUCATION

Ithaca College - Class of 2023, Summa Cum Laude

● Bachelor of Arts in Writing, Minor in Psychology

● 2023 Sally Parr Memorial Award for Academic Excellence

● Collaborative Institutional Training Initiative Certification in Research Ethics

WORK EXPERIENCE

Advocacy Specialist – October 2023 to present

Finger Lakes Independence Center, Ithaca, NY

* Carries a caseload of individuals with varying disabilities
* Specialty area of school transition students with disabilities
* Provides Core Rehab ACCES-VR Contract Services to referred clients
* Completed CASE trainings through NYCASE

Office Manager ⁠— Current

Cascadilla Oasis, LLC, Ithaca, NY

● Manage timely, confidential accounts payable and bookkeeping for multiple properties

● Develop and update office organization and filing systems independently and collaboratively

● Design graphics for product reports, presentations, and signs using digital technology

Administrative Intern ⁠— June 2023

Foundation Aurea, Barcelona, Spain

● Created and organized product delivery spreadsheets and coordinated with donors

● Wrote and edited English translations of the organization's website to reach wider audiences

Community Support Professional ⁠— 06/2020⁠-05/2023

Racker, Ithaca, NY

● Provided care, regulation, and skill-building activities for neurodivergent school-age children

● Collaborated with families to mediate conflict and meet developmental goals

English Instruction Volunteer ⁠ — 04/2021⁠-05/2022

Open Doors English, Ithaca, NY

● Led conversational practice with adult beginning English learners of diverse backgrounds

● Assisted lead teacher in creating a warm environment and facilitating learning exercises

Curriculum Writing Intern ⁠ — 05/2021-08/2021

Resilience, Inc., Tampa, FL

● Researched and wrote lesson plans for grades K-12 on assigned Social Emotional Learning topics

● Independently created visual presentations and audio scripts with accessibility adaptations

Writing Tutor ⁠ — 01/2020-05/2020

Wells College Library, Aurora, NY

● ⁠Provided undergraduate students with individualized help in academic writing and editing

● Assisted students with advanced database searching and citing sources

SKILLS

Conversational Spanish, Written and Oral Communication, Graphic Design, Organization and Attention to

Detail, Creative Problem Solving, Digital Technology, Customer Service, Multimedia Arts, Advocacy