

## Elizabeth Moore

### Study Abroad Coordinator

Los Angeles, CA | (818) 555-2233 | elizabethmoore@example.com  
LinkedIn | Portfolio

**Study Abroad Coordinator with five years of experience designing international programs, advising students, and managing risk. Proven to increase program enrollment and ensure compliance with host institution requirements.**

## Professional Experience

### Study Abroad Coordinator

*USC Global Programs, Los Angeles, CA | August 2019 - Present*

- Grew program enrollment by 30% through strategic outreach and partnerships.
- Managed risk protocols, resulting in zero safety incidents overseas.

### Program Assistant

*UCLA Education Abroad Office, Los Angeles, CA | June 2017 - July 2019*

- Supported application review process for 500+ students.
- Organized pre-departure orientations, improving preparedness ratings by 25%.

## Education

### M.A. in International Education

UCLA | 2017

### B.A. in International Studies

UCLA | 2015

## Key Skills

- Program Development
- Student Advising
- Risk Management
- Cross-Cultural Communication