

# Chloe Adamo

Cell: 360-809-3871

chloeadamo@gmail.com

linkedin.com/in/chloe-adamo/

*Using communication and thoroughly vetted data, I strive to make healthcare better for all Americans.*

## Work Experience

### **Philanthropic Engagement VISTA with The Night Ministry | AmeriCorps | Hybrid (Chicago, IL)**

October 2022 - October 2023

- Investigated and developed philanthropic profiles for more than 100 individual financial and in-kind donors
- Co-developed and maintained monthly newsletter sent to more than 500 in-kind donors and volunteers
- Researched and created a resource list of 19 affordable dental clinics for clients

### **Communication Intern | The VNA Foundation | Chicago, IL**

May 2022 - August 2022

- Co-wrote a blog post about Mental Health Awareness month for Foundation's social media pages
- Co-developed the framework for a domestic violence awareness campaign with The Network

### **Contact Tracer | McHenry County Department of Health | Remote (Woodstock, IL)**

Nov 2020 - July 2021

- Contacted approximately 10 cases and contacts per day.
- Contacted cases and contacts within a 48-hour timeframe
- Interviewed cases for symptoms, personal information, and needs, and entered all confidential information into Salesforce

### **Tour Guide | Nightly Spirits | Chicago, IL**

February 2019 - Current

- Managed the safety and wellbeing of groups of up to 10-20 guests
- Entertained guests with local history

## Education

### **Master of Science in Health Communication | Northwestern University | Chicago, IL.**

GPA: 3.68/4.0, August 26th, 2022

### **Certificate in Hospitality and Tourism Industry Essentials | YellowBrick/New York University | Remote**

November 16, 2020

### **Bachelor of Arts in Musical Theatre, Minor in Music Business | Columbia College Chicago | Chicago, IL**

GPA: 3.6/4.0, Trustee Award Scholarship, May 15th, 2019

## Skills

#### Technology:

- Mailchimp
- Microsoft:
  - Outlook
  - Excel
  - Word
  - Forms
- Salesforce
- Talisma

#### Languages:

- Spanish (conversational)

#### Interpersonal and Soft Skills:

- Data collection and portrayal
- Public Speaking and Communication
- Time Management
- Customer service
- Campaign Planning

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