

# Lex Stewart

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## WORK EXPERIENCE

Career Sandwich

**Content Manager, Social Media Lead**

**January 2024 - Present**

- Drive content creation for LinkedIn, Instagram, and YouTube channels, expanding the CS's digital footprint.
- Increased LinkedIn follower count by 159% through strategic content and community engagement tactics.
- Established a growing YouTube channel presence, developing engaging videos and cultivating a viewership.
- Foster cross-team collaboration by managing content calendars, facilitating brainstorming sessions, and ensuring clear communication.

CultureMap

**Freelance Reporter**

**May 2023 - Present**

- Write monthly art column reaching, spotlighting Austin's art exhibitions and emerging artists
- Cultivate and maintain relationships with gallery owners, publicists, and cultural institutions to source stories
- Research, pitch, and develop pieces from concept to publication

Gay Moms Club

**Community Manager and Writer**

**November 2023 - November 2024**

- Cultivate and moderate a thriving online community of over 100 queer parents
- Craft compelling articles that educate, connect, and inform the LGBTQ+ parenting community on relevant topics and experiences.
- Host and facilitate engaging live events such as group coffee chats, meet-and-greets, and live conversations to foster deeper connections within the community.

Arizona State University | ASU for Life

**Community Manager and Career Coach**

**January 2024 - June 2024**

- Managed a global online community of over 600 ASU alumni via Discord, fostering a vibrant and supportive network for alumni worldwide.
- Led a variety of impactful live events, including career development workshops, co-working sessions, and Q&A forums, to provide valuable resources and support to alumni.
- Contributed to the development of the ASU for Life program, a virtual initiative designed to engage, connect, and educate alumni, enhancing the post-graduation experience.

Career Development Team | Turing School of Software and Design

**Career Specialist and Coach**

**May 2021 - October 2023**

- Build and own the culture, community structure, instruction, and digital landscape for over 200 job seekers
- Organize and lead numerous professional events, focusing on engaging content and speaker selection
- Strategically curate digital content for both live events and asynchronous support by developing a successful process for identifying, preparing, and managing events
- Developed metrics, surveys, and insightful analytics to create learning solutions and curriculum changes

Made by Us

**Civic Season Design Fellowship**

**January 2023 - June 2023**

- Collaborated with a diverse team of 9 Design Fellows, including artists, activists, immigrants, and students,, driving the planning, research, and successful execution of the 2023 Civic Season
- Engaged with various stakeholders and museums across the nation to gain insights, promote the Civic Season, and build relationships that contributed to the success of the movement
- Contributed to the design and delivery of engaging Civic Season events, utilizing a creative and forward-thinking approach to event planning and content strategy

Kingmakers

### **Game Facilitator**

**June 2021 – January 2022**

- Utilized the knowledge of board game mechanics and player dynamics to craft experiences centered around interpersonal growth, education, and joy
- Led groups through virtual gaming experiences to promote problem-solving and teamwork
- Facilitated interactive sessions that bring teams of 8 or more people together

### **Training Developer and Researcher**

**June 2021 – October 2021**

- Collaborated with leadership team to source options to build out their internal training program
- Adapted quickly to decision changes and challenges to meet the needs of Kingmaker's workforce
- Constructed a timeline and process for the company to source, interview, and onboard new hires

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## **VOLUNTEER WORK**

CareerPop

### **Communications Director**

**June 2024 - Present**

- Co-lead monthly LinkedIn Live conversations blending anime, pop culture, and career coaching concepts
- Conceptualize and design engaging graphics and social media content to elevate brand presence and drive audience engagement.
- Facilitate interactive career development workshops, leveraging a pop culture lens to make career exploration accessible and engaging.
- Write and design the bi-weekly newsletter for job seekers and young professionals

Office of Appreciative Education | Florida Atlantic University

### **Course Facilitator**

**September 2019 – October 2019**

- Facilitated an online course of 16 professionals working within higher education and student affairs by engaging them in discussions, submitting grades, and providing feedback on student posts
- Worked alongside a fellow facilitator to ensure that all those enrolled in the course had a foundational understanding of the Appreciative Advising framework and how to apply it in their work

LGBT eQuity Committee | Austin Community College District

**October 2020 - April 2021**

Office of LGBTQ+ Initiatives and Allyship | Florida Atlantic University

**September 2018 – August 2019**

### **LGBTQIA+ Program Developer and Trainer**

- Created an in-house LGBTQIA+ Education Program for Austin Community College students, faculty, and staff
- Facilitated dozens of interactive workshops and presentations on LGBTQIA+ topics for various departments and leadership teams across campus
- Earned positive feedback for engaging training style and ability to connect with diverse audiences

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## **SKILLS AND CERTIFICATIONS**

Google Suite, Zapier, Notion, Wix, AirTable, Canva, Slack, Zoom, Buffer, Github, and Microsoft Office

**Adult Mental Health First Aid Certified** | National Council for Behavioral Health

**Certificate in Effective College Instruction** | Association of College and University Educators

**LGBTQIA Student Allies Training 1.0** | Texas State University

**Certificate in Effective College Instruction** | Association of College and University Educators

**Life Design Catalyst Facilitation Trained** | Life Design Institute

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## **EDUCATION**

**Master of Education in Higher Education Leadership**, Florida Atlantic University

**Bachelor of Business Administration in Marketing**, Ohio University