

**Trisha Garza**  
**1522 W Lynwood Ave | 210-287-6860 | trisha.garza@my.utsa.edu**

**EDUCATION**

**Master of Higher Education Administration**  
The University of Texas at San Antonio

Projected Graduation: Fall 2022

**Bachelor of Arts in Criminal Justice**  
The University of Texas at San Antonio

Spring 2015

**WORK EXPERIENCES**

**UTSA Najim Center** September 2021 – Present  
*Research Graduate Assistant*

- Created, lead and facilitated projects for student success, coordinated efforts that promote student involvement to retain students, and foster campus connection
- Collaborated with students, staff, faculty, and projected stakeholders on projects and programming
- Assist with programming, outreach/training, advising, and communications/administrative duties

**SAISD Foundation** June 2021 – Present  
*Post-Secondary Navigator*

- Tracked outreach, successful contact, postsecondary plans, and referrals made for 100-125 graduates.
- Developed transitional plans to include but not limited to academic and career goals, internship/externship, employment, and higher education opportunities.
- Arranged and coordinated with local community colleges and universities admissions office, community agencies, and local employers to assist students with resources and support.

**Girls Inc. of San Antonio** January 2020 – June 2021  
*College Access and Workforce Success Coordinator*

- Coordinated and assisted with special events, fundraised/outreach to projected donors
- Produced programming, implemented workshops for professional development, college/career readiness
- Trained and facilitated virtual/in-person interns in resume revisions and college and career exploration

*Facilitator* October 2019 – January 2020  

- Planned, developed, and delivered high-quality programming, covering healthy living, strengthening self-confidence, and cultivating positive communication

**Family Violence Prevention Services** January 2019 – May 2019  
*Program Interim Coordinator*

- Supervised and trained Program Assistant; interview volunteers and interns and oversee paid facilitators
- Planned and coordinated special events with community partners, track and inputted financial records
- Assisted with monthly reports, statistics, and data entry for grants and assessments

*Program Support Specialist* January 2016 – January 2019  

- Tracked and managed contract correspondence with Child Protective Services
- Model and train appropriate curriculum implementation and behavioral management

**Clifton Strengths**

<ul style="list-style-type: none"><li>• Adaptability</li></ul>	<ul style="list-style-type: none"><li>• Ideation</li></ul>	<ul style="list-style-type: none"><li>• Futuristic</li></ul>	<ul style="list-style-type: none"><li>• Relator</li></ul>
			<ul style="list-style-type: none"><li>• Maximizer</li></ul>