

William Tanaka

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EDUCATION

Whitman College, Walla Walla, WA

Expected Graduation May 2018

- BA: English, GPA 3.882
- Relevant Courses: Intermediate Poetry, Intermediate Fiction, Advanced Fiction, Linguistics, Syntax & Grammar, Tutoring Writing

SKILLS

- Present ideas effectively with students and staff
- Plan and implement daily lesson plans
- Edit and proofread written material
- Coordinate people, activities, and schedules
- Coach, guide, encourage individuals to achieve goals
- Bilingual in Spanish
- Listen carefully to communication
- Use computer software programs such as InDesign and Adobe Photoshop for artistic creation
- Create classroom environments to engage multiple learning styles

TEACHING EXPERIENCE

Student Academic Advisor, Whitman College, Walla Walla, WA

Fall 2016

- Advised 22 students on registering for classes, balancing their academic load, and time management
- Hosted 4 office hours each week, open to all 150 residents first-year students
- Developed and presented monthly workshops for up to 30 students to provide academic advice and educational tools for learning styles and transitioning to college life

Camp Counselor, Young Musicians & Artists Camp, Spring Lake, WA

Summers 2014-2016

- Co-taught creative writing for 7-12 students
- Developed lesson plans in poetry and creative writing and integrated activities to address different learning styles
- Edited, compiled, and printed an anthology of students' work and engaged students in learning the process of publishing a finished work

LEADERSHIP EXPERIENCE

Resident Advisor, Whitman College, Walla Walla, WA

Fall 2017

- Collaborated with 30 RA's to plan and facilitate "Gender & Sexuality" and "Race and Equity" workshops for 150 students
- Mediated situations arising from conflict between residents and engaged in active listening to propose compromise-and-cooperation-based solutions
- Worked with a team of staff and Residence Life administrators to provide a safe living environment for all students

OTHER WORK EXPERIENCE

Staff Editor, blue moon, Whitman College, Walla Walla, WA

2016-Present

- Managed 10 poetry staff members, teaching editing style for poetry submissions
- Scheduled all staff hours, and facilitated a respectful, compassionate, and rigorous staff meeting
- Organized, advertised, and set up multiple events to showcase blue moon submissions
- Edited all final poetry and prose selections for publication

Feature Writer, Whitman Wire, Whitman College, Walla Walla, WA

2015

- Wrote detailed examinations of issues that the Whitman community considered important and developed an unbiased style of reporting
- Interviewed community members to engage critically with various perspectives
- Collaborated with a news team, helped to assign feature articles to other writers, and edited final drafts

VOLUNTEER EXPERIENCE

- **Educational Play/Workshop: How to End Poverty in 90 Minutes**, Cast Member, Discussion Facilitator **2015**
- **Story Time Project**, Volunteer Reader **2014-16**

INTERESTS/ACTIVITIES

- Travel, Backpacking, Water Sports, Languages, Community Service, Film Photography