

# Jack Guan

San Francisco, CA | (415) 244-4880 | jack@jackguan.us

## EXPERIENCE

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### NATIVR

*Executive Director, June 2020 - Present*

- Lead organization to create free, on-demand learning resource for ESL learners in the United States
- Coordinate between six teams with over 20 team members from around the U.S.
- Conduct outreach and apply for grants and opportunities to advance organization goals

### YOUTH LEADERSHIP INSTITUTE, San Francisco, CA

*Youth Intern, September 2019 - Present*

- Learn about the role of philanthropy in social justice & social justice issues in San Francisco
- Provide grants and project support for youth-led SF-based social justice projects
- Conduct outreach around San Francisco for grant program and lead interviews with applicant projects

## EDUCATION

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### CITY COLLEGE OF SAN FRANCISCO, San Francisco, CA

*A.A. Critical Middle Eastern/SWANA Studies & A.S. Behavioral/Social Sciences, Expected 2022*

### GEORGE WASHINGTON HIGH SCHOOL, San Francisco, CA

*High School Diploma, Expected 2022*

## EXTRACURRICULARS

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### SFUSD STUDENT ADVISORY COUNCIL, San Francisco, CA

*GWHS Representative, August 2021 - Present*

- Represent George Washington High School student body (2,000+ students)
- Attend bi-weekly meetings to discuss various matters pertaining to SFUSD schools/students

### POLITICS & ADVOCACY CLUB (PAC), San Francisco, CA

*Club President, March 2021 - Present*

- Founded club and grew membership to ~16 members
- Prepare for, present, and facilitate during club meetings
- Plan and host a schoolwide (~2,000 students) voter registration/pre-registration drive

### FREE-ORTON GILLINGHAM (SFPL), San Francisco, CA

*Reading Tutor, May 2019 - Present*

- Plan and create lessons around reading comprehension
- Identify level-appropriate reading material to develop interactive activities
- Hold over 100 weekly sessions with student to build oral reading and comprehension skills

### READ WRITE DISCOVER, San Francisco, CA

*Reading Tutor, June 2019 - August 2019*

- Planned and created reading curriculum & lesson plans
- Identified areas of growth for my student and held sessions twice per week with student

## SKILLS

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- Conversational proficiency in Cantonese, Chinese, and French