

**TAYBER VOYER**, BA 2007  
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Vancouver, BC

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## **Professional Experience**

### **Mainland BC MFRC**

Vancouver, BC (2009)

#### ***Web Assistant***

*Mainland BC MFRC is a non-profit organization that supports regular force members, reservist, ex-military personnel, legion members and their extended families within Mainland BC.*

#### **Responsibilities:**

Responsible for building a new website for the organization over the course of 12 weeks, including a directory of services and tourism information.

#### **Achievements:**

- Reorganized all of the web content, worked on rebranding the organization and implemented a new web strategy.
- Designed and developed a WordPress powered web site and trained 3 staff members in its upkeep and use.
- Ensured site was cross browser compatible.

### **NowPublic.com**

Vancouver, BC (2009)

#### ***Intern***

*NowPublic is a participatory news network, which mobilizes an army of reporters to cover the events as citizen journalists. In twelve short months, the company has become one of the fastest growing news organizations with thousands of reporters in over 140 countries.*

#### **Responsibilities:**

Responsible for writing search engine optimized news and culture web articles, using social media tools to crowd source information and media for use in news stories, using web trends to select appropriate material for search engine hits.

#### **Achievements:**

- Attracted over 9815 views, with 63 recommendations and 49 comments with one news story.
- Attracted 49 926 page views in total over 6 weeks with only 38 stories.

### **University of Alberta Student Calling Program**

Edmonton, AB (2004-2007)

#### ***Assistant Coordinator***

*The Student Calling Program is the telephone fundraising arm of the highly successful Annual Giving Program and is responsible for generating in excess of \$600,000 from alumni and friends of the University.*

#### **Responsibilities:**

The Assistant Coordinator facilitates the Coordinator in the management of a team of four student supervisors and 30 to 40 student callers. The Assistant Coordinator is responsible for recruitment and training in addition to supervising calling shifts

and implementing new fundraising strategies.

**Achievements:**

- Created recruitment plan to hire and maintain a part time staff of 30 to 40 Student Callers
- Implemented a new donor pledge package mailing system to output over 150 donor mail packages daily.
- 2<sup>nd</sup> highest overall dollars fundraised during 2004 campaign as a student caller.
- Promoted from Student Caller to Administrator then to Assistant Coordinator due to consistent leadership and ability to work independently on multiple projects.

**Skills/Highlights**

<b>Management and Leadership</b>	<i>Experience managing a large team of staff. Working and leading organizations of all size.</i>
<b>Computer Skills</b>	<i>Mac and PC, MS Office- all programs, <b>Adobe CS3</b>).</i>
<b>Web Design</b>	<i>Information Architecture, HTML, XHTML, CSS, Ruby on Rails , JavaScript, Photoshop, Illustrator, Flash (Actionscript 2 and 3), WordPress, Dreamweaver, PHP and MySQL. Extensive SOCIAL MEDIA EXPERIENCE.</i>
<b>Fundraising Experience</b>	<i>Telefundraising (including cold calling), surveys, data collection.</i>
<b>Human Resources</b>	<i>Recruitment, management and training of staff.</i>
<b>Administrative Experience</b>	<i>Experience in administrative roles for large, medium and small organizations.</i>
<b>Bilingual</b>	<i>Can speak fluent French.</i>
<b>Working with clients</b>	<i>Experience dealing with clients through freelance web work.</i>

**Education**

<b>Capilano University</b>	Grad 2010 ( <b>currently enrolled</b> ) Interactive Media Diploma Program
<b>University of Alberta</b>	BA 2007 <i>Bachelor of Arts (Political Science Major, Economics Minor) Certificate of Globalization and Governance</i>

**Volunteer Work**

<b>VP Communications</b>	Political Science Undergrad Association VP communications. Responsible for creating and updating the PSUA website (www.ualberta.ca/~psua), Maintaining the e-mail listserv and Working with the PSUA team to put on student centered events.
<b>Student Journalist</b>	While studying at the University of Alberta I worked as a news journalist the student newspaper, The Gateway, writing news stories.
<b>Soccer Coach</b>	Boys and Girls Minor Soccer, in Edson Alberta.