



Ashley Milan Brooks

PUBLIC ADJUSTER AGENT, MFA CANDIDATE

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HIGHER EDUCATION BACKGROUND

Bachelor of Arts in Urban Affairs, Urban Planning Concentration Graduate Outstanding Undergraduate Student
Wright State University Spring 2020

FALL 2018 -FALL 2020
DECEMBER 12, 2020

Master of Fine Arts in Design and Research Development Candidate Graduate Teaching Assistant & Full Scholarship Recipient
The Ohio State University FALL 2021-SPRING 2023

FALL 2021-SPRING 2023

REAL WORLD APPLICATION

- Volunteer at ASID’s Annual SCALE Summit in Seattle WA: February 2020
- Creative Coordinator and POC for Black History Month Program at WPAFB Prairies Chapel: February 2020
- Creator of Podcast ‘Honestly, I’m irritated.’ on Anchor.fm: July 2019
- Volunteer for Tornado Relief throughout Dayton, OH: May-September 2019
- Helped Create Award-Winning Microsoft Word and InDesign Document for Kappa Alpha Psi’s 2018-2019 Chapter of the Year Award: 2019
- Young Women’s Mentor and Volunteer for Girls LEAD! at the YWCA of Dayton OH: 2018-present
- Representative of 5LINX Company: 2018-present

Licensed Public Adjuster Agent

METRO PUBLIC ADJUSTMENT, INC.
DEC 2020 -PRESENT

Installment Coordinator

Scripted in Black
AUG 2020 TO PRESENT

Enumerator

U.S. Census Bureau
AUG 2020-OCT2020

Intern

The Conscious Connect
JAN 2020 -MAY 2020

Filing Small Claims for Property Owners, Educating Property Owners about Alternatives to Filing Claims through Insurance + What Can Be Considered a Small Claim, Managing Schedule + Public Outreach for Maximum Impact

Assisting in the Strategic and Creative Planning for Events, Managing Shared Tasks with Team Members, Creating Safe + Inclusive Spaces for Black and Brown Creatives

Conducting Non-Response Follow Up (NRFU) Questionnaires for the 2020 Census Efficiently and Respectfully
Interacting with Beavercreek OH Citizens, Property Owners, and/or Real Estate Agents
Organizing Research in Provided Software

Researching and Locating Non-Profit Grants, Canvassing Across Dayton OH Communities, Directly Interacting and Communicating with Community Members, Proposing and Aiding in the Formation of a Distance Youth Literacy Program, Planning Future Events and Initiatives for Youth Literacy and Community Outreach

CAREERS + POSITIONS

Assets

Minor Knowledge of Design Software’s GIS/ArcMap, AutoCAD, Revit, InDesign, and Photoshop

National Society of Leadership and Success Member

Clerical and Assistant Duties
Positive Attitude and Determined