



Mayor of Providence

Jorge O. Elorza

March 8, 2021

Honorable Members  
Providence City Council  
City Hall

Dear Honorable Members:

Pursuant to Sections 302(b) and 1103 of the Providence Home Rule Charter of 1980, as amended and Public Law, Chapter 45-50, Sections 1 through 31 passed in 1987, I am this day appointing Elder González Trejo, of 244 Rankin Avenue, Providence, Rhode Island, 02908, as a member of the Human Relations Commission for a term to end January 31, 2024, and respectfully submit the same for your approval. Mr. González Trejo replaces Mr. Raymond Watson who has resigned.

Sincerely,

A handwritten signature in blue ink, appearing to be "J-O-E", followed by a horizontal line.

Jorge O. Elorza  
Mayor

IN CITY COUNCIL  
APR 8 2021

READ  
WHEREUPON IT IS ORDERED THAT  
THE SAME BE RECEIVED AND APPROVED  
A handwritten signature in blue ink, appearing to be "Tina Z. Nastic", followed by the word "CLERK".  
ACTING

# Elder González Trejo

244 Rankin Ave • Providence, RI • 02908 • E-mail: elder.trejo.gonzalez@gmail.com • Phone: (401) 345-4351

## EDUCATION

### University of Rhode Island

Bachelor of Science (B.S.) Animal Science and Technology | Wildlife Biology and Conservation

Kingston, RI

## PROFESSIONAL EXPERIENCE

### A Study Group, LLC

#### Lead, Prospecting & Finance Teams | Member, Co-founders Planning and Development Working Group

San Francisco, CA

JUL 2020 - Present

- Spearhead, identify and select potential funders; organize, execute and manage prospect research and tracking.
- Organize meetings, facilitate discussions and build rapport with 15+ group members.
- Research and curate culturally relevant content for Black and Latinx demographics.
- Liaise between members of underrepresented racial, cultural and socioeconomic backgrounds.
- Arrange timeline for research deliverables (5-8 virtual meetings/ weekly)
- Provide insights for designing a measurable user experience and metrics of customer satisfaction.
- Manage a variety of relationships with internal/external stakeholders, suppliers and users.

### Millbrae Pet Hospital

#### Surgical Veterinary Assistant

Millbrae, CA

AUG 2019 - MAR 2020

\*Impacted by COVID-19 Pandemic

### Balboa Pet Hospital

#### Veterinary Assistant

San Francisco, CA

APR 2018 - JUL 2019

- Customer-Relationship Management; schedule appointments (100-150/ weekly) client communication, satisfaction and correspondence (email, letters, text, phone).
- Obtain case histories from all patients prior to veterinarian-client communication to facilitate client-visit efficiency.
- Input medical details into patient digital records via practice management softwares: Cornerstone, AVImark.
- Educate owners on pharmaceuticals and administration to ensure client-patient safety.

### Wildlife Learning Center

#### Wildlife Biologist

Sylmar, CA

AUG 2017 - AUG 2018

- Engage with guests and provide educational tours of the facility in order to encourage conservation practices.
- Prepare on/off-site presentations and Q+A for public and private guest experiences.
- Coordinate calendar invites and scheduled presentations and guided tours (100+/ weekly).
- Organize annual fundraiser and communicate directly with potential donors to secure fiscal year funding.

### Wildlife Rehabilitation Association

#### Wildlife Rehabilitation Technician

Saunderstown, RI

JUN 2016 - AUG 2017

- Evaluate volunteer applications (20-70/ monthly) and perform interviews (5-10/ monthly).
- Delegate tasks and projects to volunteers; oversee task/project completion, provide feedback and conduct bi-weekly review.
- Schedule appointments, shifts, medical procedures and release dates (30-50/ weekly).

### Whispering Pines Conference Center

#### Social Media Coordinator | Environmental Educator

West Greenwich, RI

SEP 2015 - AUG 2017

- Guide educational tours (4-8/ daily) of preserved on-site hiking trails; engage with 5+ guests per tour.
- Manage all forms of company social media platforms; Twitter, Facebook, Instagram.
- Increase accessibility; showcase diverse populations in digital posts to reach demographics.
- Update blog and create digital content promoting diversity, inclusion and team building.
- Administrative duties, coordinating events, scheduling corporate groups and guest services.

## PROJECTS | AWARDS

### University of Rhode Island

#### Coastal and Environmental Research Fellow

Kingston, RI

MAY 2016 - MAY 2017

There's No Place Like Home: An Exploration Into the Habitat Management of the Eastern Towhee

Annual Fellowship Presentation: <http://web.uri.edu/coastalfellows/elder-gonzalez-trejo/>

- Investigate native avian habitat selection and landscape context.
- Data entry; input coordinates and related information (Excel Spreadsheets), GIS and mapping software to create digital content.
- Schedule research site visits (10-40/ weekly site visits) and team meetings.

### Universidad de San Carlos de Guatemala

#### Education and Outreach Coordinator | Interpreter | Surgical Veterinary Assistant | III Jornada de Esterilización

Guatemala City, Guatemala

AUG 2014

Mission: Promote and perform canine sterility procedures in order to reduce disease transmission while providing a disadvantaged population with medical resources and education.

- Participate in the launching of a community outreach campaign to inform and encourage local residents to present both domesticated and feral neighborhood dogs to an assigned location for a no-cost medical procedure.

## RELATED SKILLS | QUALIFICATIONS

• Bilingual (English | Spanish) • Education | Outreach • Training • Customer Service • Communications • Administration