

Benjamin Kittelson

503 819-5343

ben.kittelson@gmail.com

www.vizify.com/ben-kittelson

WORK EXPERIENCE

Emerging Local Government Leaders

Project Manager, May 2013-Present

- Coordinating both in-person and online [events](#) for 2014. This involves contacting potential speakers, scheduling dates, and advertising the event. Events attract 15-25 members.
- Coordinate all in-person and online local government networking [events](#), including contacting potential speakers, scheduling dates, and advertising the event.
- Collaborate on comprehensive media outreach for the organization including a [weekly email](#), managing the [Twitter account](#), and posting to [LinkedIn](#) and [Facebook](#).
- Develop a strategic plan, which will guide the organization as it grows and define our goals and vision.

Metro

Newsroom Intern, March 2014-Present

- Write original [news stories](#) for the Metro newsfeed, an independent news department that reports on issues relating to Metro, everything transportation initiatives to solid waste rates.
- Created a YouTube channel for the organization to more easily share videos & public announcements.
- Write and edit website content as the organization upgrades their website software.

City of West Linn, Oregon

Public Affairs/Economic Development Intern, August 2013-February 2014

- Communicated using different outreach tools including a [weekly email newsletter](#), monthly print newsletter, Facebook and Twitter posts, and the City website.
- Managed the upgrade of the City's open source content management system (CMS) to Drupal 7.0.
- Managed the Economic Development Committee, an 11-member citizen advisory board. Worked with the Community Development Director to set agendas and lead monthly meetings. Managed committee communications and wrote [meeting summary notes](#).
- Researched alternatives for the City's non-residential street maintenance fee. Prepared a [detailed analysis](#) after considering the different alternatives and surveying best practices. Prepared a report with recommendations to the Economic Development Committee and based on my research the EDC voted to recommend raising the rate on the top businesses by 75%.

City of Beaverton, Oregon

Visioning Department Intern, August 2012-February 2013

- Researched and created a City Councilor Orientation Handbook. Surveyed 17 cities in the Northwest about their councilor orientation processes and materials used. The packet will be used to implement an orientation process for future city councilors.
- Scheduled public outreach events with local community groups and organizations. Events were used to inform citizens about space issues in City Hall.
- Coordinated distribution of 4000 community guides. Made sales pitches over the phone to community members and tracked the number of guides delivered.

EDUCATION

Master of Public Administration, Portland State University, Portland OR, June 2014

Local Government

B.A. Politics and Economics, Willamette University, Salem OR, May 2012

- Economics Thesis: *Smart Growth Policies & Automobile Use in Portland, OR*
- Politics Thesis: *Understanding U.S. Housing Policy: The Welfare State & Path Dependence Theory*
- Varsity Football: *2012 Hampshire Honor Society Recipient*