

Lorissa Hughes

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EDUCATION

University of Oregon – Eugene, OR

Bachelor of Science in Economics;

June 2026

Minor in Planning, Public Policy and Management

Lane Community College – Eugene, OR

Project Management Certificate

August 2021

ACHIEVEMENTS

Departmental honors in Economics; Summa cum laude

June 2026

EXPERIENCE

TRIO Peer Mentor

September 2025 – June 2026

University of Oregon TRIO

Eugene, OR

- Managed caseload of 6-10 mentees, providing mentorship around navigating campus resources, successful engagement with campus community, academic and career planning, and development of skills for academic success
- Participated in regularly scheduled group supervision meetings with 3-6 other mentors, where I gave and received feedback on mentees progress through the program
- Developed strategies for engagement of mentees such as surveys and scheduled outreach

Advancement Leadership Intern

September 2023 – June 2024

University of Oregon Advancement

Eugene, OR

- Engaged with diverse teams and projects throughout UO Advancement, including Campaign Reporting, Donor Recognition and Reporting, and UO Alumni Association
- Developed knowledge of standards and practices within a centralized advancement and fundraising operation
- Utilized Customer Relationship Management (CRM) to extract and analyze donor characteristics for accuracy and appropriateness of outreach efforts
- Analyzed historical data on campaign, development, and donor recognition strategies utilizing software such as Excel and PowerBI
- Communicated trends and findings through effective storytelling and utilization of varied mediums such as through written, graphical, and in-person communication

Project and Communication Technology Specialist October 2021 -September 2022 Lane
Community College
Eugene, OR

- Assisted with the college's transition to Watermark software for programmatic review and integrated planning
- Designed communications materials in written, video, and illustrative mediums.
- Developed and implemented a procedure to input complex academic review data based on requirements set by faculty, administration, and accreditors
- Created and presented an informational video ("What is Watermark?") during Spring Conference 2023, which is still being used on [Lane's Watermark webpage](#).
- Collaborated with faculty, staff, and managers across distinct teams in Environmental Scan and Portfolio Review subcommittees:
- Collaborated in group discussion of 12+ individuals to develop project scope and create a plan for executing research, summary, and communication of findings in addition to evaluative process development
- Worked closely in small teams of 2-4 faculty and staff, sharing, combining, and summarizing research of technological and social trends
- Contributed to the Technological and Social Trends sections of the [LCC Environmental Scan Report 2022](#), which outlined community needs and important considerations for college leadership in defining the school's strategic priorities

Production Consultant January 2021 – September 2021
Simplee Green, Inc
Eugene, OR

- Leveraged technology to devise workflow, scalable recipe calculator, production planning templates, and inventory management plan
- Evaluated and optimized workspace and equipment ensuring adherence to state regulatory standards of operation and cleanliness
- Created Standard Operating Procedures Guides for producing a line of 15 products and associated facilities procedures
- Performed cost analysis for specialty goods, assisting in decision-making and procurement of ingredients, equipment, and packaging

Head Baker January 2018 – February 2021
Reality Kitchen Nonprofit
Eugene, OR

- Led development and testing of new/seasonal products according to wholesale customer requirements and retail demand
- Planned workflow and calculated recipes for bread production of 150 - 300lbs per day, including sandwich loaves, buns, and artisan specialties
- Delegated work and organized production team of 3-6 bakers
- Led instruction of groups of 8-12 program participants, and one-on-one, teaching baking fundamentals such as bread shaping and mixing methods of cakes and cookies

- Served on the Board of Directors, assisting in strategic planning of bakery and job-skills training programs through several organizational restructurings, including decisions regarding expansions of product line, the launch of a community subscription box service, and the integration of program participants with daily production

Pastry Chef

September 2017 – March 2018

Marche Provisions

Eugene, OR

- Produced component ingredients for restaurant's dessert service and cafe
- Self-managed production of specialty pastries for busy café storefront
- Managed production of artisanal breads in a collaborative team environment

Baker

January 2010 – March 2017

Publix Supermarkets

Tampa Bay area, FL

- Completed baking apprenticeship, cross-trained in roles across the department.
- Collaborated with department managers and team members to plan and maintain cross department merchandising opportunities on a weekly basis
- Engaged with planning and implementation of production and inventory management software
- Analyzed and reviewed quarterly bakery performance indicators and participated in problem solving to meet and exceed local and regional goals

SKILLS

- Microsoft and Google Office Suites, including Excel, PowerPoint, and SharePoint site management
- Developing proficiency with analytical tools such as Tableau and PowerBI
- Developing proficiency in statistical programming in R
- Experience interpreting and implementing Python
- Integrated planning software: Watermark Insights
- Communications Platforms: Zoom, Teams, Google Meet, Instagram, Facebook, Screencast-OMatic
- Large-scale planning and management software, including SmartSheet and Wrike