

MELISSA E. GRIM

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EDUCATION

J.D., Juris Doctor, DePaul University School of Law, Chicago, July 2015
M.T.S., Masters in Theological Studies, Boston University, May 2010
B.A., Philosophy, Pennsylvania State University, August 2007
Ballet Pedagogy, University of Oklahoma, 2002-2005 (transferred to Penn State)

CERTIFICATES AND HONORS

Scholarship of Merit at Boston University, 2008-2010
Dean's List at Penn State University, 2007
Honors College, University of Oklahoma, 2002-2005
Royal Academy of Dance, London, Certificate for Teaching Classical Ballet, 2002

PROFESSIONAL EXPERIENCE

2014 – Present **Religious Freedom & Business Foundation**

Senior Research Fellow

- Media contact, transcribe video and audio content for press releases, maintain website, research and draft case studies for the UN/press releases for World Economic Forum/research, write and post blogs on academic studies.

2015 **Newseum**

Research Fellow

- Website Marketing: researched and published news articles and promoted their readership through online forums – such as through tweets, tailored content for subscription emailing, found and incorporated media and transcribed video and audio when needed.
- Interacted in a public forum with top level politicians and journalists.
- Research: conducted original academic research, reaching out to sources by phone and email for publication in a specialized academic journal.

2013 - 2014 **Walters O'Brian Law Firm**

Intern

- Research cases, offer professional critique, help draft briefs, file documents, and perform managerial tasks.

2010 - 2012 **The Catholic University of America**

Administrative Assistant to the Dean of the School of Philosophy

- Provide support for the Office of the Dean in administering the undergraduate and graduate programs of the School of Philosophy
- Organize the Fall Lecture Series; where I would both host the visiting professor, as well as set up a web interface for viewers of their lectures, listening and transcribing video as needed; Edit and update the School's website; Regulate archives; Regulate outgoing office correspondence; Support faculty with managerial tasks and tech help.

2007 - 2010 **The Becket Fund Law Firm, Washington, DC**

Research and International Associate – Previous Internship

- Create and update a database of religion clauses for constitutions from 195 countries,
- Work with parties drafting new constitution for Kosovo,

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- Research and draft articles and academic speeches,
 - Research individuals and foundations for fundraising prospects,
 - Manage general office communications and outreach.
- 2003-2007 **Penn State University, Sociology Department**
Research Assistant
- Analyzed the annual State Department International Religious Freedom reports, and coded them per the Grim and Finke index,
 - Performed data entry.
- 2001-2002 **The Labrato Family; Dubai, United Arab Emirates**
Au Pair
- Cared for three children during the weekdays.
- 2001-2002: **The Ballet Center, Dubai, United Arab Emirates**
Ballet Instructor
- Organized and taught three ballet classes a week for sixteen children, aged three to seven.

TECHNICAL SKILLS

Microsoft Suite including Word, Excel, and Power Point
SPSS data entry
Raiser's Edge

Biography

Melissa Grim is a Religious Freedom & Business Foundation Senior Research Fellow, assisting with global research, case studies, and press relations. Melissa is the chief author of a groundbreaking publication – BUSINESS: A Powerful Force for Interfaith Understanding and Peace. UN Secretary-General Ban Ki-moon gave the keynote address at the launch of this new groundbreaking publication on Aug. 29, 2014, at UNAOC, Bali, Indonesia, organized by the Indonesia Global Compact Network (IGCN).

Melissa Grim also has a strong artistic streak. She has a love of dancing, painting, and greatly enjoys the beauty of jewelry craftsmanship. For her, these outlets are a way to tangibly enjoy gifts from God while being immersed in the here and now. She finds that these are ways to enjoy new cultures and appreciate the rich creative history of that each one brings.

Case Studies

- BUSINESS: A Powerful Force for Interfaith Understanding and Peace
- Coke Serves up Love and Peace with Small World Machines
- World Cup Highlights Struggles & Contributions of Afro-Brazilians
- BMW AWARD, Driving Global Peace and Success
- Nigerian Conflict: Is Business the Answer?
- Indonesian Businesses Open Their Doors to Faith and Action

Book Review

- Review of Practical Wisdom in Management