

# Emma Ashworth

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## Experience:

AmeriCorps May 2017-September 2017

Maricopa County Superior Court Adult Probation Service Member

- Reorganized daily court check-in to increase efficiency and expedite the process
- Conducted file research on clients to ensure all information is up to date
- Coordinated program assignments with clients and probation officers
- Verified compliance with terms of probation between clients and various client services
- Composed Criminal History Directives using the Justice Web Interface

Su Vino Winery June 2017-Current

Winery Tasting Bar Associate

- Educate customers on wines, winemaking techniques, and winery history
- Handle routine point-of-sale transactions
- Help with routine housekeeping tasks to maintain a neat and orderly working environment
- Train new staff members

Arizona State University August 2016-May 2017

Teaching Assistant

- Drafted test questions with guidance by professors
- Corresponded with students via email in a timely manner
- Graded assignments
- Held office hours

Guardian Ad Litem October 2015 – May 2016

Court Appointed Child Victim's Advocate

- Visited with children on a biweekly basis
- Performed living inspections
- Attended court hearings
- Kept a detailed record of court hearings and all information pertaining to the child and case
- Wrote judicial reviews based on the best interest of the child

## Education:

Arizona State University

August 2016 – May 2018

Master of Science in Criminology/ Criminal Justice

University of Miami

August 2012 – May 2016

Bachelor of Arts in Criminology

Delta Delta Delta: Served as Member Development Chair

## Skills:

Microsoft Word, PowerPoint, and Excel, SPSS Statistics, Stata Data Analysis and Statistical Software, Justice Web Interface Certification