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TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

March 17, 2016

Kelsey Cowen
1275 Massachusetts Avenue
Arlington, MA 02476

Re: Appointment: Open Space Committee

Dear Ms. Cowen:

The Board of Selectmen at the meeting of March 7, 2016 approved your appointment to the Open Space Committee. As you were unable to attend that meeting and in order that they meet you, the Board requests that you attend their meeting on Monday, March 21, 2016 at 7:15 p.m. at Town Hall, Selectmen's Chambers, 2nd Floor, 730 Massachusetts Avenue. Your presence will give the Board an opportunity to meet and discuss matters with you about the area of activity in which you will be involved.

We look forward to meeting you.

Very truly yours,
BOARD OF SELECTMEN

A handwritten signature in cursive script that reads "Marie A. Krepelka".

Marie A. Krepelka
Board Administrator

MAK:fr

Kelsey Cowen
1275 Massachusetts Avenue
Arlington, MA 02476

Adam Chapdelaine
Town Manager
Town of Arlington
730 Massachusetts Avenue
Arlington, MA 02476

Dear Mr. Chapdelaine,

I am writing to you in the hopes of becoming a new member to the Open Space Committee for the Town of Arlington. Although I am a new resident of the Town of Arlington, I have been a volunteer with the Open Space Committee for the majority of my residency. I have attended several meetings, and I feel as though my contributions to the discussion are valuable and well-received.

When I first began working with the Open Space Committee in September, I was newly graduated from college and looking for experience in community outreach and planning. My bachelor's degree is in Physics, but I have a certificate in Coastal and Marine Sciences, which has gave me academic experience in natural resource management, marine ecology, and policy analysis. In learning some of these disciplines, I discovered a strong desire to work closely with communities to encourage them to have a long-lasting and beneficial relationship with their natural resources. Volunteering with the Open Space Committee has given me an opportunity to do that, and I am enthusiastic about the possibility of joining them in their mission as an official member.

I know that Arlington is currently seeing an influx of new and younger residents. I fit into both of these categories, and I hope to bring that perspective to the Open Space Committee as they move forward with their projects. I will bring experience in community outreach and education, data analysis, and project management to the Open Space Committee, as well as considerable energy and drive.

I hope you will take the time to look through my resume, as I feel several of my past experiences will aid me should I become a member of the Open Space Committee.

Thank you for your consideration,

Kelsey Cowen

Kelsey Cowen

1275 Massachusetts Avenue ♦ Arlington, MA 02476 ♦ C: 603-296-7474 ♦ kelseycowen@gmail.com

EDUCATION:

Bachelor of Arts, Physics, cum laude
Mount Holyoke College, South Hadley, MA

GPA: 3.68

ACADEMIC ACCOMPLISHMENTS:

Member: Sigma Pi Sigma, the Physics Honors Society
Five College Certificate: Coastal and Marine Sciences

RELEVANT SKILLS:

- **Microsoft Office:** Word, Excel, PowerPoint
- **Programming:** Python, MATLAB, Mathematica
- **GIS:** ESRI ArcMap
- **Operating Systems:** Windows, Mac OS, Linux
- **Communication:** Academic and blog writing, Infographic and Wordpress web design, Presentations
- **Project Management:** Facilitating group meetings, Writing project proposals, Communicating with project stakeholders, Developing logic models

DATA ANALYSIS EXPERIENCE:

Independent Study, Mount Holyoke Physics Department, South Hadley, MA January 2015-May 2015

- Learned Python to build a computational model of the stages of chaotic pendulum movement
- Troubleshoot lines of code to optimize the model

Intern, University of New Hampshire Cooperative Extension, Durham, NH June-August 2014

- Designed infographics based on research findings for public outreach use
- Troubleshoot research protocol for data accuracy and to use with citizen science volunteers
- Generated GIS maps and figures for primary data reports

NSF REU Intern, Bermuda Institute of Ocean Sciences, St. George, BDA August-November 2013

- Analyzed oceanic property data using quantitative and qualitative techniques to distinguish climate variability in the North Atlantic Ocean
- Created research project website: oceancirculation.wordpress.com
- Awarded 2nd place (out of 8) in presentation contest as judged by outside scientists

OUTREACH AND PROJECT MANAGEMENT EXPERIENCE:

Volunteer, Conservation Commission, Arlington, MA August 2015-Present

- Completed an initial project proposal for a connective route system for Arlington's open spaces
- In charge of stakeholder and volunteer communications to convey project status and next steps
- Responsible for designing effective public engagement programs in Arlington conservation issues

Educator, Mount Holyoke Chemistry Passport Program September 2014-May 2015

- Worked with a team to develop and teach science engagement workshops for K-6 students
- Designed and distributed program evaluations to determine potential for improvement

RELEVANT PROFESSIONAL WORKSHOPS:

Strengthening Your Facilitation Skills, UNH Cooperative Extension September 2015

- Training in creating effective collaborative relationships, and in meeting and group process design

Project Design and Evaluation Training, NOAA Office of Coastal Management October 2015

- Training in developing program needs assessments, logic models, evaluations, and grant proposals

POSTER AND PRESENTATION SYMPOSIUMS:

Mount Holyoke College Senior Symposium April 2015

- Comprehensive presentation on public engagement and the dissemination of research

Five College Coastal and Marine Science Poster Symposium April 2015

- Presented REU research, tracing the circulation of distinct water masses

GIS Poster Conference, University of Massachusetts at Amherst April 2013

- Presented collaborative research project on dam removal with USGS Conte Research Center