

ALLISON S. BURRELL, MS, MPhil

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AVAILABILITY

U.S. Citizen

Job Type: Permanent

Work Schedule: Full-Time

WORK EXPERIENCE:

Science Communications Specialist

Weston Solutions, Inc.: Sub-contractor for the National Oceanic and Atmospheric Administration (NOAA)

1400 Weston Way, West Chester, PA

03/15/2020 - Present

Full-time - 40 hours/week

Duties, Accomplishments, and Related Skills:

- Working within the National Environmental Satellite, Data, and Information Service (NESDIS), Office of Satellite Architecture and Engineering (SAE)
- Managing 3-6 employees as a team lead for Strategic Outreach and Engagement
- Leading the designing, drafting, proofreading, and tailoring audience-appropriate content for internal and external stakeholders using a range of communication mediums
- Developing, and managing communication materials, including original content, outreach plans, web content, reports, executive summaries, and white pages
- Providing written communication consulting and tactical support concurrently for complex or high-risk scientific topics and programs within SAE
- Framing research objectives and identifying problems related to communication product design
- Facilitating discussions to assess evidence, identify themes, and reach a messaging consensus
- Managing the development and implementation of closeout communication plans, resources, outreach, and engagement
- Translating scientific technical information into plain language deliverables including reports, presentations, key messages, or talking points to help communicate NESDIS' missions and goals
- Reviewing and revising drafts to improve coherence, logical flow, clarity, and adherence to NESDIS' quality and stylistic standards for digital content and other communication materials
- Building and maintaining strong working relationships across NOAA and with external stakeholders
- Maintaining effective working relationships with internal and external NOAA stakeholders
- Guiding staff to improve their writing and foster communication best practices
- Serving as a resource on clear and concise writing and as a writing coach through the editing of communication products such as abstracts, papers, and presentations
- Training non-communication staff to identify internal strategic communications goals, objectives, and key messages to target audiences in support of engagement with diverse stakeholder groups

- Reviewing and analyzing scientific technical information for style and readability, evaluating the quality of written and digital products
- Ensuring compliance with all relevant laws, regulations, and guidelines of the federal government, using the NAO handbook as a guide for our office
- Drafting written content for regular website updates and other communication products
- Designing visual content for websites, newsletters, reports, and presentations for scientific and non-scientific audiences on scientific topics (ie. environmental science, satellite science)
- Analyzing strategic communication and outreach plans and their impact on internal and external stakeholders through user engagement efforts to improve communication products and services.
- Developing and managing workshops and meetings with stakeholders both internal and external to the federal government. Events are virtually and in-person with national and international participants.
- Coordinating a public speaker series using public engagement strategies
- Providing necessary levels of security associated with pre-decisional materials
- Representing NOAA through exhibits at conferences

Supervisor: Scott Smith (301-502-0022)

Okay to contact this Supervisor: Contact me first

Biologist - Science Assistant

The National Science Foundation (NSF)

2415 Eisenhower Avenue, Alexandria, VA

01/01/2018 - 11/28/2018

Full-time - 40 hours/week

Grade: Federal - AD 01

Duties, Accomplishments and Related Skills:

- Working within the BIO Directorate/Molecular Cellular Biosciences (MCB) Office
- Providing administrative and programmatic support for confidential projects
- Supporting the scientific grant review process at the NSF
- Editing reviewer grant merit summaries
- Analytical and scientific support for Merit Review award management and grant reporting
- Analyzing program data using analytical, comparative, and statistical reports to produce database reports
- Reviewing and revising drafts to improve coherence, logical flow, clarity, and adherence to NSF's quality and stylistic standards for digital content and other communication materials
- Assisting in the development and implementation of meetings, events, exhibits, and presentations
- Building and maintaining strong working relationships and collaborating with staff at all levels
- Maintaining effective working relationships with individuals and groups in or affected by programs which our team is managing or assisting
- Serving as a resource on clear and concise writing, and as a writing coach
- Assisting staff with improving their writing skills
- Reviewing and analyzing scientific and technical written information for stylistic and readability problems, or other issues affecting the quality of written and/or digital products
- Writing success story summaries about published science supported by NSF grants for the NSF-MCB Science Blog by translating complex scientific concepts into understandable text for a variety of audiences, including the general public
- Developing and executing specific tactics in support of an overall communications plan

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- Managing multiple projects and working with strict deadlines
- Creating presentations and communication materials

Supervisor: Reyda Gonzalez (703-292-7183)

Okay to contact this Supervisor: Contact me first

Pre-doctoral Cancer Research Training Fellowship

The National Institutes of Health (NIH)

9000 Rockville Pike, Bld. 50, Rm. 5050, Bethesda, MD

05/01/2009 – 07/28/2017

Full-time - 40 hours/week

Duties, Accomplishments and Related Skills:

- Working for the National Cancer Institute (NCI)
- Writing and editing Primary research manuscripts
- Editing manuscripts written by non-native English speakers
- Conducting Biomedical research
- Mentoring undergraduate and high school students
- Organizing a Clinical Trial schedule to adhere to the IRB review approval
- Conducting Phlebotomy for the clinical trial through patient interactions;
- Handling radioactive samples
- Collaborating with the Walter Reed Cardiology, Interventional Radiology, and Nuclear Radiology Departments.

Supervisor: Sharon Milgram, PhD (301-594-2053)

Okay to contact this Supervisor: Contact me first

Masters Technical Cancer Research Training Fellowship

National Institutes of Health

9000 Rockville Pike, Bethesda, MD

06/04/2007 – 05/01/2009

Full-time - 40 hours/week

Duties, Accomplishments, and Related Skills:

- Working in the National Human Genome Research Institute (NHGRI) from 2007 - 2008
- Working at the National Cancer Institute from 2008 – 2009
- Facilitating the implementation of a new lab
- Managing purchases up to 0.5 million USD, keeping with a strict budget for biotechnological purchases
- Writing and editing Primary research manuscripts
- Editing manuscripts written by non-native English speakers
- Conducting Biomedical research
- Mentoring undergraduate and high school students

Supervisor: Ludmila Prokunina, PhD (240-760-6531)

Okay to contact this Supervisor: Contact me first

TEACHING/UNIVERSITY WORK EXPERIENCE

Science and College Prep Tutor

StudyPoint

106 Central St, Wellesley, MA

10/01/2017 – 12/01/2019

Part-time - 10-20 hours/week;

Duties, Accomplishments, and Related Skills:

- Tutoring ACT/SAT/SSAT, as well as other High School subjects

Science Test Developer

American Institutes of Research

1000 Thomas Jefferson Street N.W., Washington, D.C.

05/01/2019 – 09/15/2019

Full-time - 40 hours/week

Duties, Accomplishments, and Related Skills:

- Creating and writing science test questions for K-12 standardized tests
- Collaborating on new visual content for the standardized test questions

AmeriCorps Volunteer, Director of Education and Recreation

American Conservation Experience (ACE) with Americorps

2900 N. Fort Valley Road, Flagstaff, AZ

01/01/2005 – 01/01/2006

Full-time - 40 hours/week

Duties, Accomplishments, and Related Skills:

- Organizing international volunteers
- Creating educational programming
- Organizing and implementing recreational events

Adjunct Faculty

New York University

383 Lafayette Street. New York, NY

08/01/2003 – 05/01/2004

Part Time - 20 hours/week

Duties, Accomplishments, and Related Skills:

- Teaching undergraduate Genetics, lab lecture and laboratory
- Teaching undergraduate Earth Biology, lab lecture and laboratory
- Creating lesson plans, grading quizzes and presentations
- Holding office hours

Adjunct Faculty

Northern Arizona University

1015 S San Francisco Street #6050, Flagstaff, AZ

08/01/2003 – 05/01/2004

Part Time - 20 hours/week

Duties, Accomplishments, and Related Skills:

- Teaching undergraduate General Biology, lab lecture and laboratory
- Creating lesson plans, grading quizzes and presentations
- Holding office hours

OUTREACH and POLICY EXPERIENCE

Content and Outreach Specialist Volunteer

Part Time - 5 hours/week

FreeThePhd

Remote location, Washington, D.C.

03/01/2019 – 03/01/2020

Duties, Accomplishments, and Related Skills:

- Writing, Editing, Publishing, and Advertising a monthly newsletter

Science Journalist - Vodcast Co-chair

Part Time - 5 hours/week

Radiation Research Society

380 Ice Center Lane, Suite C, Bozman, MT

09/01/2014 - 09/01/2018

Duties, Accomplishments, and Related Skills:

- Co-chairing the VodCast team
- Identifying and developing content on specific scientific concepts
- Executing in-person interviews
- Editing video footage and posting content online for a public audience
- Managing social media posts via YouTube

Science Policy Detail Intern

Full Time - 40 hours/week;

The National Academies

500 Fifth Street N.W., Washington, D.C.

06/01/2017 – 07/01/2017

Duties, Accomplishments, and Related Skills:

- Working in the National Cancer Policy Forum (NCPF)
- Editing and revising manuscripts

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- Writing for perspective articles
- Creating outreach documents summarizing the impact of the NCPF

EDUCATION

THE GEORGE WASHINGTON UNIVERSITY (GWU), Washington, DC

07/2009 – 07/2017

Non-degree research - Ph.D. Studies - Doctoral Candidate

Major: Molecular Medicine

GPA: 3.67 of a maximum 4.00

THE GEORGE WASHINGTON UNIVERSITY (GWU), Washington, DC

M.Phil. conferred 05/2011

Major: Molecular Medicine

GPA: 3.67 of a maximum 4.00

NEW YORK UNIVERSITY (NYU), New York, NY

M.S. conferred 01/2005

Major: General Biology

GPA: 3.78 of a maximum 4.00

ARIZONA STATE UNIVERSITY (ASU), Tempe, Arizona

B.A. conferred 05/2002

Major: Theatre, Pre-med, **Honors:** Magna Cum Laude

GPA: 3.72 of a maximum 4.00

PROFESSIONAL HONORS

- **NESDIS “You’ve Got Caught” Award for Team Work** 2021
National Oceanic and Atmospheric Administration
- **Travel Award for Outstanding Poster** 2015
Radiation Research Society
- **Toshiba Young Investigator Award Winner: The Heart-Break study project** 2015
Society of Cardiovascular Computed Tomography
- **Invited Speaker to the NCI Fellow and Young Investigators Symposium** 2009 and 2011
National Cancer Institute

PUBLICATIONS

- **RRS Video/Podcasts:** 09/2014 – 2019: <http://www.radres.org/blogpost/961725/RRS-Podcasts>
- **NSF/MCB Blog:** January 2018 –November 2018: Science Writer/Editor:
<https://mcbblog.nsfbio.com/>
- **Science Policy for All:** 05/24/2016, and 12/22/2015: <https://sciencepolicyforall.wordpress.com>
- Weyemi U, Redon CE, Sethi TK, **Burrell AS**, et al. Twist1 and Slug mediate H2AX-regulated epithelial-mesenchymal transition in breast cells. *Cell Cycle*. 2016
- Cheezum MK, Redon CE, **Burrell AS**, et al. Effects of Breast Shielding during Heart Imaging on DNA Double-Strand-Break Levels: A Prospective Randomized Controlled Trial. *Radiology*. 2016
- Redon CE, Weyemi U, Parkeh PR, Huang D, **Burrell AS**, Bonner WM. γ -H2AX and other histone post-translational modifications in the clinic. *Biochim Biophys Acta*. 2012
- Cronin JC, Wunderlich J, Loftus SK, Prickett TD, Wei X, Ridd K, Vermula S, **Burrell AS**, et al. Frequent mutations in the MITF pathway in melanoma. *Pigment Cell Melanoma Res*. 2009
- Palavalli LH, Prickett TD, Wunderlich JR, Wei X, **Burrell AS**, et al. Analysis of the matrix metalloproteinase family reveals that MMP8 is often mutated in melanoma. *Nat Genet*. 2009