

Kasandra Navarro

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PROFESSIONAL EXPERIENCE

Office of Senator Richard Blumenthal (CT)

Washington, D.C.

Congressional Hispanic Caucus Institute PepsiCo Nutritional Health Public Policy Fellow

September 2021 – Present

- Managing portfolio on issues related to long term and senior care, mental health resources, eating disorder treatment, health disparities, nutrition, pediatrics, and Medicare coverage
- Researching and tracking legislation to develop briefing memos and oversee co-sponsorship requests
- Building and maintaining relationships with constituents and key stakeholders
- Assisting and staffing hearing preparations including background research, talking points and witness questions
- Leading the introduction or support of health legislation on issues related to long term senior care, mental health, eating disorders, and reproductive rights

U.S. Department of Agriculture, Food and Nutrition Service

Washington, D.C.

Hispanic Association of Colleges and Universities National Internship Program Intern

January 2020 – August 2021

- Provided technical, editorial, and project management support for a variety of documents such as audit reports, branch initiatives, training manuals, and other communication documents
- Conducted research for guidance and policy clarification questions submitted by regional offices
- Managed the fraud and complaint email box to ensure that all complaints are addressed appropriately and within a two-week time frame, including oversight of the recordkeeping requirements
- Researched, developed, and facilitated a training for 8 staff members on Microsoft Office365, and created supplemental training materials on OneDrive and Teams to help Management adapt to a new system software
- Compiled 780 evaluation reports from the last 10 years to provide targeted technical assistance to WIC State agencies seeking to improve program operations, clinic environments and food delivery methods

Office of Congresswoman Karen Bass (CA-37)

Washington, D.C.

Legislative Intern

September 2018 – December 2018

- Conducted research on women's reproductive health, and the U.S. Child Welfare System for legislative aids, while documenting experiences of women who were justice involved for the First Step Act passed in December 2018
- Drafted official correspondence in Spanish for Congresswoman Bass' primarily Spanish speaking constituents
- Compiled daily press and news clips, and attended legislative hearings on the Hill to provide the Representative's Communications Director briefing memos and research that could be used for future press releases

Bet Tzedek Legal Services

Los Angeles, CA

Volunteer

February 2017 – June 2017

- Researched conservatorship laws within Los Angeles County to direct clients to appropriate resources
- Assisted approximately 250 litigants in completing forms and declarations related to conservatorships and provided resources for Transgender clients seeking to change gender markers on official documents

LEADERSHIP

Latinx Pre-Law Association at UCLA, *Community Relations Liaison* – Los Angeles, CA

October 2018 – June 2019

UCLA Center for American Politics & Public Policy, *Researcher* - Los Angeles, CA.

September 2018 – December 2018

SMCC Pre-Law Society, *President* - Santa Monica, CA

August 2016 – June 2017

EDUCATION

University of California, Los Angeles (UCLA) – Los Angeles, CA

June 2019

Bachelor of Arts in Political Science

- Honors: *Cum Laude*, UCLA College of Letters & Science Honors Program, Tau Sigma Honors Society, Dean's List

LANGUAGE

Spanish – Native