

Elias Vasquez

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Education:

University of New Mexico, Albuquerque, New Mexico August 2022- Present
Master Degree in Chicana/o Studies

University of New Mexico, Albuquerque, New Mexico August 2016 – May 2019
Bachelor of Arts, Cum Laude
Major in Chicana/o Studies, Minor in History

Santa Monica College, Santa Monica, California September 2014 - June 2016
University Studies

Palisades High School, Pacific Palisades, California September 2011 – June 2014
High School

Awards/Scholarships:

UNM Transfer Grant 2016
Dean's List 2017
Benjamin Sacks Scholarship 2018
Regents International Study Scholarship 2018

Publications:

Vasquez, Elias. "Lucky in Aspen," in [Resistencia: Writing Across Borders: A Chapbook](#), Albuquerque: Swimming with Elephants, 2018.

Vasquez, Elias. "Califas," in [Resistencia: Writing Across Borders: A Chapbook](#), Albuquerque: Swimming with Elephants, 2018.

Research Experience:

Cultural Exchange 2018 - 2019

African Presence in Veracruz, Mexico, University of New Mexico

- Participated in community-based research in Tamiahua and Tlacotalpan, Veracruz, Mexico
- Produced a research paper on the African Presence in Mexico

Community-Engaged Research Field School, University of New Mexico

2018

- Participated in a field school through central northern New Mexico communities
 - El Rito, NM
 - Pecos, NM
 - Carnuel, NM
 - Taos, NM
- Produced *Vernacular Genízaro*, a photo narrative web essay for the Department of Community Regional Planning

Internship

2017 - 2019

UNM Department of Chicana/o Studies

- Participated in successful lobbying for the New Mexico state legislature to allocate funding to the UNM Chicana/o Studies Department

Research Assistant

Spring 2016

UNM Department of History

Guided by Barbara O. Reyes. Ph.D.

- Conducted archival research pertaining to Blackdom, a historic freedom colony in Chaves County, NM
- Extension of African Presence in Mexico

Employment Experience:

Back-Of-House Venue Manager

FT 50 hours/week, \$800/month

Smithsonian Center for Folklife and Cultural Heritage

June 28th, 2023 - July 9th, 2023

Washington, DC

- Liaise with Stage Managers
- Ensure smooth operation of the backstage area of a venue
- Work with other Festival personnel
- Communicate by walkie-talkie radio

- Make sure any tables, chairs, or other furniture is tidily arranged in the backstage area
- Receive artists as they arrive on site via festival transport and distribute badges to artists and their entourage
- Communicate emergency procedures and guide public to safety during severe weather or emergency situations
- Ensure only authorized individuals are in the backstage area
- Provide information, directions, answers to questions and wayfinding to artists

Graduate Student Assistantship

PT 20 hours/week, \$1350/month

University of New Mexico, Chicana/o Studies Department

Albuquerque, New Mexico

September 30, 2022 - Present

- Assisted in developing and promoting cultural events for students, staff, faculty and community members
- Wrote press releases for department activities
- Offered guest services for program participants
- Set up and break down tabling and staging areas
- Event logistics
- Helped promote community events
- Developed a database for alumni

Participant Assistant

FT 40 hours/week, \$3000/month

Smithsonian Center for Folklife and Cultural Heritage

February 22, 2022- July 23rd, 2022

Washington, DC

- Assist Participant Coordinator in coordinating arrangements for 400+ participants
- Assist in correspondence and maintaining files on all participants
- Coordinate payment of specific Smithsonian Institution funded participants

Server

FT 40 hours/week, \$2100/month

Bel Air Bay Club

May 19, 2021- September 31, 2021

Pacific Palisades, California

- Server and food runner
- Maintained COVID-19 safe practices

- Established menu knowledge in regard to food and beverage options
- Worked for private events, birthday parties, weddings, and holiday parties
- Dealt with food concerns of customers
- Made myself aware of customers allergies and preferences

Receptionist

Full Time 40 hrs/\$350 wk

Gilbert Sanchez Income Tax and Accounting Service

January 1, 2021 – May 17, 2021

Albuquerque, NM

- Kept accurate records of material received and informed tax preparers about the status of data
- Kept staff aware of responses to correspondence, telephone conversations, and concerns or needs
- Created forms
- Implemented COVID-19 safe practices
- Coordinated and kept schedules for 15 tax preparers
- Data entry
- Updated files for 8,000+ clients
- Handled frequent changes
- Answered phones, scheduled appointments, directed calls, and handled cash in/out
- Coordinated daily lunches
- Dealt with social concerns of employers and customers
- Assisted clients in addressing their individual and business tax concerns or problems

Property Manager

Full Time 40 hours/ \$1100 monthly housing accommodation

Trujillo Estate

June 17, 2020 – November 30, 2020

Albuquerque, New Mexico

- Maintained and responded to telephone correspondence
- Read and prepared written correspondence
- Maintained files
- Upheld policies and regulations
- Created forms
- Oversaw facilities and conducted routine security checks
- Managed logistical arrangements, including cleaning both indoor and outdoor facilities and security coordination

- Kept data of possible renters
- Aided families and students in securing housing
- Facilitated agreements between property owners and renters
- Facilitated move in/out
- Maintained properties
- Developed flyers and shared advertisements on social media
- Implemented COVID-19 safe practices

Substitute Teacher

PT 25 hours/week, \$1200/week

Adobe Acres Elementary School

October 1, 2019- February 15, 2020

Albuquerque, New Mexico

- Instructed grade school children in math, language arts/English, and social studies
- Supervised students during classroom and outside activities
- Assist teachers with classroom management for large student populations
- Maintained attendance records
- Helped students cope with managing their schedule and homework load
- Upheld policies and regulations
- Handled frequent changes
- Remained on call as needed during the school day

Server

PT 25 hours/week, \$800/ month

Pappadeaux I-25

March 2, 2019 – June 30, 2019

Albuquerque, New Mexico

- Served food to customers, cleaned, organized items and foods, prepared and garnished foods.
- Established food and beverage menu knowledge
- Facilitated tip payout for other servers, barbacks, and busboys
- Established professionalism and repertoire with restaurant guests during their dining experience
- Upheld policies and regulations

Assistant Manager/ Program Coordinator

PT 25 hours/week, \$600/month

Highlands Recreation Center

September 1, 2013 - August 31, 2016

Pacific Palisades, California

- Provided services to assist the manager

- Read and prepared written correspondence for families served by the center
- Maintained and responded to telephone correspondence
- Oversaw facilities and conduct security checks
- Coordinating food, health, and emotional concerns
- Managed logistical arrangements, including cleaning both indoor and outdoor facilities and security coordination
- Attended board meetings and wrote and shared reports on activities, maintenance, and safety issues
- Organized recreational activities for children
- Coped with individual problems
- Helped maintain weekend work schedules
- Assisted with set up of social activities including receptions and parties
- Worked around tight deadlines
- Ensured daily needs, paperwork, projects, and operations were handled in an orderly and correct manner

Conference Presentations

Co-Presenter, Sembrando Conciencia Jarocho: Las Brujas de Nuevo Mexico and Regenerating Intersectional Spaces of Belonging through Collective Music Practices, National Association of Chicana and Chicano Studies Annual Conference, Denver, Colorado, March 30, 2023.

Language Proficiency:

- English
- Spanish

Training:

Sexual Harassment Training
CPR Certification

Alcohol License and Customer Service Training
Microsoft Suite

Community Service:

El Centro de La Raza	2018
UNM Legislative Advocate	2018 - 2019
UNM Chicana and Chicano Studies Outreach Committee	2017 - 2019

Tech Skills:

- Advanced understanding of applications, including MS Office (Word, Excel, PowerPoint, and Outlook)
- Highly accurate data entry
- Detail oriented data analysis
- Able to build spreadsheets and databases

Hobbies:

- Creating a micro (4 acre) ranch
- Playing the jarana jarocho, a guitar-shaped fretted stringed instrument from the southern region of the state of Veracruz, Mexico

References:

Michael Trujillo
Associate Professor,
Chicana and Chicano Studies,
University of New Mexico
mltruj@unm.edu
(505) 688-5737

Barbara Reyes
Associate Professor
History Department
University of New Mexico
breyes3@unm.edu
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Moises Santos

Adjunct Instructor
Chicana and Chicano Studies
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