

## **Ixchel P. Martinez**

address, • email • phone number

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### **EDUCATION**

University of California, Davis

June 2013

Bachelor of Arts in Psychology: upper division GPA 3.675

Bachelor of Science in Human Development: upper division GPA 3.5

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### **RESEARCH LAB EXPERIENCE**

#### **Undergraduate Research Assistant**

August 2012 - September 2013

*The Human Experiences & Affective Development Lab*

The HEAD lab focuses on identifying brain-behavior relationships in information processing and studying developmental shifts in neural circuitry to understand the emergence and maintenance of psychopathology during adolescence. Dr. Amanda Guyer, Lab Director.

- Trained in collection of physiological data and administration of E-Prime tasks.
- Parent RA –Served as Spanish translator and administered experimental consent and testing materials of parents for California Families Project.
- Served as support to lab staff including tasks such as data entry, materials prep, and participant contact.

#### **Undergraduate Research Assistant**

March 2012 - September 2012

*Human Memory Lab*

The Human Memory Lab examines factors that influence memory such as stress and aging. Investigations into brain networks involved in memory use neuroimaging methods such as fMRI and examine people with memory problems related to medical conditions including stroke and cardiac arrest. Dr. Andrew Yonelinas, Lab Director.

- Coordinated research appointments and distributed participant compensation.
  - Administered and monitored E-Prime tasks evaluating recognition: familiarity and recollection.
  - Collected and organized data for analysis.
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### **WORK EXPERIENCE**

#### **Administrative Assistant**

July 2012 - June 2013

*Center for Applied Policy in Education (Cap-Ed) & California Institute for School Improvement (CISI)*

UC Davis School of Education, University of California, Davis

- Planned Fall and Spring CISI school program update workshops throughout California serving policy makers and education stakeholders; edited and prepared resource guide materials for conference.
- Managed CISI memberships for 150+ Unified School Districts and County Offices of Education.
- Served as lead administrative support to CISI department during program induction into the university.
- Coordinated event logistics for Superintendent Executive Leadership Forums (SELF) & Instructional Rounds 2013 all day training for over 200+ trainees.
- Served lead administrator for Cap-Ed during recruitment of SELF-cohort and transition of program directors.

#### **Administrative & Research Assistant**

August 2010 - June 2011

*Northern California Training Academy & Casey Family Programs*

UC Davis Extension, Center for Human Services

- Coordinated event logistics for research data collection on Structured Decision Making and Signs of Safety Birth Parent Satisfaction Survey.
- Managed research participants and conducted sensitive interviews regarding parental experiences with Child Welfare Services.

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## COMMUNITY SERVICE

### AmeriCorps Term of Service - Home Visitor

September 2013 - August 2015

*Valley Hi- Family Resource Center Birth & Beyond Program,  
Sacramento Children's Home*

- Administer Nurturing Parenting Program and assist in improving nurturing routine practices.
- Assist families in identifying and accessing non-profit, health, and human service systems.
- Monitor developmental milestones of target children and request evaluations as concerns arise.
- Consistently maintain high caseload and complete all paper work in timely manner.
- Protect PHI and conduct position with high integrity for confidentiality and program protocol.
- Complete 3 National Service Days and all required trainings: Professional Boundaries & Confidentiality, Mental Health First Aid, Mandated Child Abuse Reporting & Impacts of Violence on Children, Families with Special Needs, Cultural Awareness, Conflict Resolution, & Facilitation.

### No Child Left Behind - Tutor

December 2013 - May 2015

*Club Z! In-Home Tutoring Services*

- Conducted Pretest and Posttest to track student outcomes.
- Individualized lesson planning based on students identified areas of needs.
- Provided parental updates and corresponded verbally and in written form in prompt manner with clients.
- Translated written materials as needed into Spanish.

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## PRESENTATIONS

### Guest Speaker

April 2014

*Child Abuse Prevention Center Domestic Violence Training*

Title: Major Theories Related to Family Violence.

### Participant Research Demonstration

May 2013

*UC Davis Mentorship in Undergraduate Research, Agriculture, Letters, and Science (MURALS) Program*

Title: Early Adolescent Substance Use Risk Relates to Later Adolescent Substance Use and Symptoms of Anxiety and Depression in Mexican-Origin Adolescents.

### Poster presentation

April 2013

*24<sup>th</sup> Annual UC Davis Undergraduate Research, Scholarship, & Creative Activities Conference*

Title: Early Adolescent Substance Use Risk Relates to Later Adolescent Substance Use and Symptoms of Anxiety and Depression in Mexican-Origin Adolescents, with A. E. Guyer, Ph. D.

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## EXTRACURRICULAR ACTIVITIES

California Youth Connection, Yolo County Chapter, **Co-Founder and Secretary**

2011-2013

Guardian Scholars Program, **Member**

2008-2013

California Youth Connection, Madera County Chapter, **Member**

2006-2008

California Youth Connection, Fresno County Chapter, **Member**

2004-2006

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## ACADEMIC AWARDS

Participant in Mentorship for Undergraduate Research in Agriculture, Letters and Science

2012-2013

(MURALS Program) Mentor: Amanda E. Guyer, Ph. D., University of California, Davis

Dean's Honor List, College of Letters and Sciences

Spring 2013

Dean's Honor List, College of Letters and Sciences

Winter 2012