

BRYAN MICHIELSEN

Department Manager

Department of Linguistics at the University of Rochester

January 2023 to Present

- Coordinate complex processes and plan large events with the Deans Office, the Registrar, and the Office of Graduate Education and Postdoctoral Affairs
- Manage over \$2 million in grant and special projects funding
- Create and manage complex, dynamic databases in Excel
- Prepare budget proposals and manage over \$5 million in operational and capital expense accounts
- Supervise over 20 employees
- Wrote administrator handbook documenting all systems, policies, procedures, and how-to guides, over 100 pages
- Ensure compliance with faculty appointment, leave of absence, promotion, and tenure cases
- Manage all master's and PhD applications

UX Content Designer

Internship at Handshake

June 2022 to August 2022

- Increased traffic to job postings by 30%
- Increased the push notifications CTR by 19.1%
- Collaborated with senior leadership and participated in product launches, design critiques, and content strategy workshops
- Completed 20 projects in 11 weeks with measurable results
- Worked cross-functionally in a three-sided marketplace to create human-like experiences by researching and testing copy/design with users
- Maintained style guide and best practices

Office Assistant

Office of the Registrar at the University of Rochester

April 2022 to December 2022

- Corrected 33,000+ alumni transcript records
- Filled 1,400+ diploma covers

UX Design Team Shadow

Paychex

January 2020

- Worked with a team of UX writers to create marketing content for new emails and write conversational copy for a new watchOS app.

B.A. in English: Creative Writing

University of Rochester

January 2021 to December 2022

A.A. in English: Creative Writing

Monroe Community College

August 2018 to December 2020

Advanced Regents Diploma

Gates Chili High School

August 2014 to June 2018

Jazz Studies (Trumpet)

Eastman School of Music

2015 to 2017

Publications & awards

11 publications in UX Collective, Cabbages & Kings, Sink Hollow, Empty Closet Magazine, eggshells, MCC's 26th Annual Comic Anthology, and Burgundy Balloon.

Dean's Prize in Poetry 2022, 2021

Langlois Fiction Award 2021

Recommendation

Anieca Ayler, Lead Content Designer at Handshake

"If you're looking for someone who'll blow away all your expectations, Bryan is your guy. He made an impact for Handshake from day 1, needing no handholding, almost no ramp-up time, and eager to take on all the projects—almost 20 in 10 weeks. He's ambitious, hardworking, super smart, and the archetype of a growth mindset. He's an ace at conversational writing and product thinking, and somehow already mastered how to give and receive feedback (one of the hardest things in our world). He was never afraid to ask questions or push back, and his contributions to our product were singular. On top of all that, he's just a gem to work with. Grounded, friendly and funny, with an ease that makes you want to work with him forever. Hire him immediately. He's ready for anything."