

AARTI MONTEIRO

EDUCATION

Rutgers University-Newark
2017 | Newark, NJ
Masters of Fine Arts
Creative Writing, Fiction

Grinnell College
2010 | Grinnell, IA
Bachelor of Arts
English Literature

SKILLS

Mailchimp
Salesforce
Asana
Classy
Microsoft Office Suite
Google Drive Suite

PUBLICATIONS

“This Is Not the End”
Wildness Journal

“Sterling Place”
Epiphany Magazine

“The Rainy Season”
Cosmonauts Avenue

826NYC & Brooklyn Superhero Supply Co.

Brooklyn, NY

Director of Education | August 2019 – December 2020

Responsible for spearheading programmatic vision and growth and ensuring the implementation of high-quality writing programs for youth from marginalized and under-resourced communities

- Restructured programs to align with organization’s educational philosophy and ethos while meeting students’ academic, social-emotional, and creative needs; streamlined data collection and analysis to inform programmatic and volunteer strategy
- Led transformation of programmatic structure during COVID-19 pandemic, including the launch of virtual after-school programs that meet students’ and families’ current needs and the creation of a new youth leadership program, the Teen Writers’ Collective
- Steered 826NYC’s Diversity, Equity, and Inclusion initiatives and led dialogue around equity and anti-racism among staff, volunteers, and 826 National network
- Led four-person programs team, and nine teaching artists, in student-centered curriculum development, ongoing volunteer outreach and training, and ethical publication of student work; rebuilt a team culture of professionalism, collaboration, and equity after staff transitions
- Cultivated and stewarded relationships with 9 NYC public schools to bring writing programs to 645 students not served by Brooklyn center and to provide 20 educators with strategies to teach writing
- Represented programmatic vision at Board of Directors and funder meetings, as well as press interviews; collaborated with communications and development team to convey student stories and programmatic success with respect and authenticity

Senior Programs Coordinator | September 2017 – July 2019

Independently ran satellite writing program at public middle school for over 200 students each year, and restructured program to effectively teach writing skills and deliver deeper impact for students

- Developed culturally responsive creative writing curriculum aligned with common core standards; acted as content expert to effectively engage young people and elevate student voices
- Coached volunteers and interns to support student writing growth, mindfully respond to student needs without bias, and create third space for youth to take positive risks and be creative
- Acted as an ambassador for 826NYC and liaised with school administration and teachers to inform program design, curriculum, and student engagement, and to illustrate programmatic impact
- Oversaw the design and editing process of publishing student work in 10 small-scale and professionally-bound publications, and utilized InDesign to revise publication layout
- Advocated for and designed school library, and created partnership with New York Public Library, to engage students with high-interest diverse literature and to create avenues for reading growth

Girls Write Now

New York, NY

Program Coordinator; Senior Program Coordinator | July 2013 – June 2015

Ran mentoring program for 140 young women and launched brand new College Bound program

- Oversaw planning and implementation of monthly writing workshops, including recruiting and coordinating guest authors, developing curricula, facilitating sessions, and coaching volunteers
- Spearheaded enrollment process, including developing partnerships with schools and community organizations, coordinating interviews and assessments, developing marketing materials, and onboarding students and volunteers
- Launched committee of volunteers to support youth through college application process and restructured College Bound event that served 100 students and engaged university partners

Citizen Schools

Brooklyn, NY

AmeriCorps National Teaching Fellow | August 2011 – June 2013

Participated in two-year fellowship teaching in extended-learning time program at two middle schools

- Collaborated with community and corporate volunteers to design two project-based apprenticeship curricula each semester; provided academic and social-emotional support to a class of 15 students; developed literacy program for students reading below grade level