

Justin W. Kram

(314) 680-7545

justinkram@gmail.com

Temporary address:

1219 Kenyon St. NW
Washington, DC
20010

Permanent address:

410 N. Newstead Ave. #10 S
St. Louis, MO
63108

EDUCATION & TRAINING

- **St. Louis Community College**, St. Louis, MO
Principles of Microeconomics & Principles of Macroeconomics, January 2007—May 2007
- **Safe Horizon**, Brooklyn Mediation Center, Brooklyn, NY
40-hour basic community mediation skills training, October 2005
- **Brown University**, Providence, RI
A.B. in Comparative Literature with French Language, May 2003
- **Paris IV (La Sorbonne), Paris VIII (Saint-Denis Université)**, Paris, France
Francophone and French literature courses (taught in French), September 2001—January 2002

EXPERIENCE

Keystone Center for Science and Public Policy, Washington, DC

Program Coordinator (December 2007—Present)

- Oversee and coordinate the creation of a database of existing and potential partners for the U.S. Department of Energy's EERE division; develop rapport with key DOE personnel and their program contacts.
- Assist in the development of a U.S. DOE sponsored Energy Awareness Month.
- Research climate change and disaster preparedness response for potential Keystone Center initiatives.
- Assess the Keystone Center's programmatic involvement in climate change adaptation strategies.
- General project support for senior associates.

Keystone Center for Science and Public Policy, Keystone, CO

Intern (August 2007—October 2007)

- Develop policy paper on community disaster preparedness with collaboration from the center's president and CEO.
- Pitch a Keystone Center project to media contacts.
- Conduct significant research on topics including sustainable mining and media contacts.
- Coordinate and work at fundraising activities.
- Interview organizational staff and author the fall newsletter for trustees.

Gear Up, St. Louis, MO

Reading Comprehension tutor (May 2007—July 2007)

- Devise, organize and implement reading comprehension coursework for inner city middle school students.

Tutor, St. Louis, MO
(January 2007—May 2007)

- Serve as a humanities and French language tutor for area high school students.

Legal Support Personnel & Update Legal, New York, NY
Contract Paralegal (March 2006—December 2006)

- Assist legal professionals with database management software, document coding and other administrative tasks at the firms of Sullivan & Cromwell LLP, Bernstein, Litowitz, Berger & Grossman LLP, Willkie, Farr & Gallagher LLP, Shearman & Sterling LLP and others.

Public schools: Ecole Louis Aragon, Ecole Ambourget 1 and 2 (Académie de Créteil), Paris, France
English Language Teacher (September 2004—July 2005)

- Devise, organize and implement coursework and tests for 8 classes of 20 native French first-year English students in an impoverished Parisian suburb.
- Gain significant public speaking experience.

English tutor, Paris, France
(September 2004—July 2005)

- Privately tutor students of different English language proficiencies.

John Burroughs School & Whitfield School, St. Louis, MO
Substitute Teacher, French Department (September 2003—May 2004)

- Follow lesson plans and develop original material for classes of 8th, 10th and 12th grade students; all classes in French.

Vector Marketing, St. Louis, MO
Sales Representative (June 2002—August 2002, June 2003—August 2003)

- Establish contact, arrange meetings and develop rapport with several hundred customers.
- Advise and coach new representatives individually and in large groups.
- Attain highest sales in local St. Louis West office during summer of 2002 (over \$25,000).
- Member of “President’s Club” for highest achieving representatives (summers 2002 and 2003).

Brown University, Providence, RI
Conversation Section Leader, French Department (January 2003—May 2003)

- Devise conversation topics and lead discussion groups for second-year Brown University French students (6 per group); meet with instructors weekly to discuss students’ progress.

SKILLS

- Fundamentals of public policy work, community mediation and mediator/client role-playing experience.
- Significant research, writing and editing experience.
- Fluent in French.
- Highly computer literate: MS Word, Excel, email and Internet applications.