

Carol Higgins

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EXPERIENCE

Volunteer PURETONE Academy

01/2025 COLUMBIA, SC

- Currently volunteering to develop and implement a “musical theater” curriculum for Puretone Academy where students are introduced to the elements of theater in an interdisciplinary setting.
- Through creative processes, I lead a class of students in writing a storyline and screenplay, composing music, creating choreography, and acting which will ultimately be presented as a performance.
- Students learn fundamentals of theater including set design, lighting, sound, and costume design.

Director of Online Student Advocacy Arizona State University

08/2023 - 05/2024 WEST VALLEY CAMPUS, AZ

- Addressed student challenges and concerns of ASU online students.
- Met regularly with ASASU leadership and staff advisors to discuss and implement projects.
- Advocated for online students and encouraged participation and conversation amongst the online student body.
- Served as the Chair for the Online Student Advocacy Committee (OSAC) which consisted of all online Directors and Senators bi-weekly meetings with members of the Council of Presidents and ASU advisors.

Owner Maddy's Girl

2005 COLUMBIA, SC

- Successfully maintain and develop a boutique style children's apparel brand.
- Produce hand-made clothing and accessories for children.
- Develop and maintain website according to the changing needs and trends of the fashion and social networking community.
- Design and produce children's costumes for theatrical productions
- Design and produce spirit clothing and accessories for DODEA elementary schools.

Owner Maddy's Girl Bavaria Storefront

02/2014 - 01/2019 GRAFENWÖHR, GERMANY

- Opened and maintained a brick & mortar boutique in the heart of Bavaria Germany
- Produced and sold unique children's clothing and accessories.
- Provided custom birthday attire for young children and coordinating attire for their party guests and family.
- Earned a “Grand Diploma in Cake Decorating and Sugarcraft” at Peggy Porschen Academy in London, U.K. in order to fulfill German requirements for a baking license so that I could provide my customers with coordinating cakes and pastries for their events.

Production Assistant / Pattern Manager Scollon Productions

02/2011 - 02/2012 WHITE ROCK, SC

- Assisted with daily operations of the sewing room.
- Maintained inventory of fabrics, furs, and patterns.

EXPERIENCE

- Reverse engineered outdated mascots for clients to produce new patterns.
- Met with upper management daily to collaborate on projects.
- Worked in each department of production as needed.

Systems Analyst II **City of Alexandria Circuit Court Judges**

01/2000 - 02/2003 ALEXANDRIA, VA

- Maintained data integrity, network security, and system stability on all CJIS within the Courthouse, Probation and Parole, Public Defender, Sheriff's Department, Police Department and Women's Shelter.
- Maintained professional relationships with clients to improve their work-flow on a daily basis.
- Co-authored database automation project to improve the overall CJIS.

74B Information Systems Operator - Analyst (Now 25B) **U.S. Army Signal Corps**

04/1994 - 02/1997 FORT LEE, VA

- Supervised, installed, operated and performed unit level maintenance on multi-functional/multi-user information processing systems, peripheral equipment, and associated devices in mobile and fixed facilities.
- Performed analyst functions; constructed, edited, and tested computer system programs.
- Conducted data system studies and prepared documentation and specifications for proposals.

EDUCATION

Interdisciplinary Arts and Performance | Bachelor of Arts **Arizona State University**

01/2021 - 12/2024 GLENDALE, AZ, USA

Completed four year program in three years maintaining above 4.0 GPA while living abroad. Participated in each course with an interdisciplinary approach combining knowledge to further understand and explore topics. Notable courses included science & Art of Botanical Design, Animating Virtual Worlds, History of Fashion I & II, Art and War, Contemporary Performance, and numerous performing and fine art courses. Developed and implemented innovative performance pieces that integrated multiple art forms. Completed a culminating project under professor mentorship.

Cake Decorating and Sugarcraft | PPA Professional Diploma of **Cake Design & Sugarcraft** **Peggy Porschen Academy, London, U.K.**

01/2016 - 12/2017 LONDON, UK

Mastered all 5 mandatory courses:

- Cake Decorating Techniques - July 2016
- The Business of Wedding Cakes - January 2017
- Baking Layering & Icing - March 2017
- Hand Crafted Sugar Flowers - July 2017
- Tiered Wedding Cakes - July 2017

AWARDS & AFFILIATIONS

Outstanding Undergraduate **ASU New College of Interdisciplinary Arts and Sciences**

2024

<https://news.asu.edu/20241212-arts-humanities-and-education-embracing-creativity-and-lifelong-learning-asu-online-grad>

Moeur Award **ASU Alumni Association**

12/2024

https://issuu.com/arizonastateuniversity/docs/asu_fall2024_dayofweb_links
Fall 2024 Summa Cum Laude

**AWARDS &
AFFILIATIONS**

Phi Beta Kappa Honor Society
Arizona State University College of Liberal Arts and Sciences
Since 2024

**RECENT
PROJECTS**

Producer, Director, Actress
Pointé de Couture
01/2024 - 11/2024
Interdisciplinary Short Film

LANGUAGES

- LANGUAGES

English
Native

French (Intermediate
Proficiency)



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Maddy's Girl Trademark
United States Patent & Trademark Office
02/2012
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