

Jessica Diana Pena

11811 Venice Blvd, Los Angeles CA 90066 • (310)-404-1717 • jdpena89@g.ucla.edu

Education

California State University, Los Angeles – Los Angeles, CA	May 2020, Present
PhD in Japanese History	
M.A. in East Asian Studies	
The City University of New York at City College - New York, NY	May 2016
M.A. in World History, Concentration in US-Japanese Relations	
The State University of New York at Potsdam – Potsdam, NY	May 2011
B.A. in Interdisciplinary Japanese Studies, Minors in History and Asian Studies	

Study Abroad

VU University Amsterdam, Amsterdam, Netherlands	Summer 2015
Kansai Gaikokugo Daigaku (Kansai International University) Osaka, Japan	Spring 2010

Fellowships, Awards and Honors

Eugene V. Cota-Robles Fellowship, 2022
The Sasakawa Graduate Fellowship for Pre-Dissertation Research, 2021
The Graduate Opportunity Fellowship (GOF), 2020
The Barbara Brooks Award for an Outstanding Paper in East Asian History, 2015, 2016
Phi Theta Alpha, 2011

Employment

University of California, Los Angeles – Los Angeles, CA 01/2020 - Present

Summer 2022 - I A STD 33 (Reader)

Introduction to Southeast Asia

- Interdisciplinary survey designed as an introduction to Southeast Asia. Attended lecture, assisted with technological issues related to Zoom/Bruin learn, and edited PowerPoint presentations. Graded weekly homework, assignments, and exams.

Spring/Summer 2021, 2022 - I A STD 195CE

Community and Corporate Internships in International and Area Studies

- Assisted students participating in internships in corporate, governmental, or nonprofit setting coordinated through Center for Community Learning. Met with students bi-weekly, graded weekly written assignments, and helped develop student's final research paper.

Winter 2021, 2022 - I A STD 33

Introduction to East Asia Survey

- Interdisciplinary survey designed as introduction to modern East Asia. Attended lecture and led three discussion sections each week. Graded weekly homework, assignments, and exams. Held office hours and attended weekly meetings with supervising instructor.

Fall 2021 - GLBL ST 1

Introduction to Globalization

- Introduction to concept and history of globalization. Attend lecture and lead three discussion sessions each week. Responsible for three sections – 60 students total. Grade all assignments and exams. Hold office hours twice a week and attend weekly meetings with supervising instructor alongside fellow teaching assistants.

Marymount California University – Rancho Palos Verdes, CA

Admissions Processor 5/2018 – 8/2020

- Was Primarily responsible for assisting students through the application process and preparing pending files for review by the admissions members. Followed-up with students regarding documentation, scanned and linked all documents received and processed by the department, and tracked and verified that received documents were official and met application requirements.

City College of New York Office of Study Abroad & Int. Programs – New York, NY *Student*

Advisor 02/2014 – 12/2015, 09/16-12/16

- Worked as a Student Advisor for undergraduate and graduate students pursuing education abroad via one of our Study Abroad programs. Advised students via phone, email, and face-to-face meetings. Developed and lead workshops and pre-departure orientations.

The City College of New York Writing Center – New York, NY

Writing Tutor 02/2014 – 12/2015, 09/16-12/16

- Helped students improve writing through one-on-one tutoring sessions of one hour each. Assisted with all aspects of writing, identifying areas needing improvement and utilizing creative solutions to help students with diverse academic needs, adjusting to serve different learning styles.

Internship Experience

International Officer 01/2016 – 08/2016

The Amsterdam Summer School of Vrije Universiteit Amsterdam – Amsterdam, Netherlands

- Worked as a member of a 4-person team. Communicated directly with applicants answering all inquiries related to the program and the application process. Assisted in the development of the program, including the organization of arrival days, airport pickup, opening events, excursions, and student competitions.