


# DEBRAH SARRIA, MS

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## PROFESSIONAL PROFILE

- Driven and results-oriented Nutritionist, project manager, and information technology professional with a decade's trajectory steering organizational growth, cultivating leadership skills, implementing food security initiatives, fostering community involvement, and promoting student development through applied learning.
- Decisive leader fostering action-oriented dialogues to reinvigorate values and galvanize community engagement through innovative program development.
- Advocate for hunger relief with extensive experience orchestrating assistance programs and partnerships underpinned by a commitment to maximizing food security initiatives.

## AREAS OF EXPERTISE

- Effective Communication and Team Leadership (Bilingual Written Verbal Communication, Conflict Resolution).
- Diversity, Equity, Inclusion and Belonging "DEI+B" Initiatives (Cultural Competence, Socially Perceptive).
- Nutritional Counseling and Education (Community Nutrition, Assessment, Community Education).
- Data Analysis and Assessment Reporting (Assessment Metrics, Data-Driven Decision-Making).
- Community Engagement and Outreach (Strategic Partnerships, Event Planning).
- Food Pantry Operations Management (Inventory, Budget, Volunteer coordination).
- Applied Learning and Service-Learning (Program Development and Supervision).
- Grant Management and Resource Procurement (Proposal Writing, Budget Oversight, Reporting).

## WORK EXPERIENCE

### Coordinator / Operations Manager

Set 2020 – Dec 2022

Knights Table Food Pantry, Queens College, CUNY

- Transformed pantry operations: Spearheaded the development and implementation of a comprehensive Diversity, Equity, Inclusion, and Belonging (DEI+B) framework, leading to a 45% improvement in employee retention and fostering a collaborative environment.
- Expanded pantry outreach: Organized campus-wide food distribution events (Harvest Fest and Farmers Market), delivering fresh produce to over 150 students per event, which helped to reduce food insecurity among students and promote healthy eating habits.
- Empowered student leadership: Developed the "Food Security Ambassadors" program, a comprehensive outreach initiative that educated students, faculty, and staff on available resources such as SNAP, WIC, and emergency grants, resulting in a 75% increase in weekly visitor engagement and 50% higher website traffic.
- Optimized the onboarding process: Developed and implemented a comprehensive training aid, "The Knights Table Food Pantry Handbook." This strategic intervention increased the number of volunteers and student workers from an average of 2 per semester to over 12 (600%), thereby improving operational efficiency and team morale.
- Data-driven decision making: Designed surveys and used tools such as Qualtrics to assess needs and optimize operations, resulting in a 900% increase in weekly visitor engagement, soaring from an average of 5 visits to over 45.

- Secured substantial funding: Established strategic alliances with renowned hunger-relief organizations such as Healthy CUNY, Grow NYC, and Swipe Out Hunger, resulting in the procurement of two grants and two state-of-the-art refrigeration systems, thereby further expanding the pantry's outreach.

### **Assistant Project Manager / Digital Marketing Manager**

**Nov 2018 – Mar 2020**

Knights Table Food Pantry, Queens College, CUNY

- Coordinated food drives: Partnered with student leaders and community organizations to provide critical food assistance to over 1000 students and families each semester.
- Built pantry awareness: Designed, developed, and maintained the QCKnightsTable.org website and digital presence (Instagram, Facebook, TikTok, Twitter, and LinkedIn) from the ground up, resulting in an increase in awareness of hunger relief services and resources offered at the pantry.
- Developed food safety protocols: Optimized food safety and operational excellence by conducting extensive ServSafe training for volunteers, student workers, and staff with a 95% completion rate, resulting in a safer and healthier food pantry operation.
- Streamlined operations: Implemented technologies such as Volgistics, Slack, and HubSpot, improving efficiency and data-driven decision-making, leading to a 45% increase in weekly pantry engagement.

### **Administrative Assistant**

**Sep 2016 – May 2020**

Economics Department, Queens College, CUNY

- Boosted departmental efficiency by optimizing daily operations management and event logistics coordination, resulting in a 35% increase in event attendance and a 20% improvement in operational turnaround time.
- Improved educational resource accessibility by designing and producing instructional sheets and multimedia presentations, leading to improved faculty, staff, and student engagement, as evidenced by a 30% increase in resource utilization within one academic year.
- Collaborated with the development of special projects and reports, providing the Chairperson and the Dean of Social Sciences with critical insights that informed decision-making and shaped future academic directions.
- Streamlined document management processes by training faculty and staff in Adobe Acrobat usage, which led to a 30% reduction in document processing time and enhanced the efficiency of digital document handling across the department.
- Developed and managed a web-based faculty survey, facilitating process optimization in order to generate reports and workload forms.

*For further work experience, please visit: [Linkedin.com/in/debrahsarria](https://www.linkedin.com/in/debrahsarria)*

## **EDUCATION**

- **M.S. in Nutrition and Exercise Sciences**  
Queens College, CUNY
- **B.S. in Nutrition and Dietetics**  
Queens College, CUNY

## **CERTIFICATES**

- **Foundations of Diversity, Equity, Inclusion, and Belonging**  
LinkedIn Learning
- **NYS Licensed Notary Public**  
State of New York – Department of State

- **ServSafe Certification**  
National Restaurant Association

## HONORS AND AWARDS

- **Top Advocate for Latino Empowerment**  
Annual Top 25 Advocates for Latino Empowerment Awards  
State of New York – Office of The State Comptroller and The Hispanic Network of Long Island
- **Dean's List**  
Queens College - Department of Family, Nutrition, and Exercise Sciences

## SKILLS

- Proficient in both written and verbal communication in English and Spanish.
- Excellent team player and collaborator with strong leadership skills.
- High degree of professionalism and personal integrity.
- Exceptional interpersonal skills with a commitment to cultural competency.
- Time management and organizational skills to keep tasks and activities on track and according to schedule.
- Proficient in Microsoft Office Suite, Google Suite, Adobe Creative Suite, and various web design platforms.
- Strong data analysis and reporting skills with experience in tools like SurveyMonkey, and HubSpot CRM.

## AFFILIATIONS

- Member of the National Society of Leadership and Success, "Sigma Alpha Pi."
- Member of the National Honor Society of Family and Consumer Sciences, "Phi Upsilon Omicron."
- Member of the National Honor Society "Gamma Beta Phi."
- Member of the Caumsett Foundation, Caumsett State Historic Park Preserve.
- Board member of the Knights Table Food Pantry, Queens College, CUNY.