

# CAROLYN TILLINGER

MASTER OF SCIENCE IN REAL ESTATE STUDENT  
PROJECT COORDINATOR

## EDUCATION

---

**Master of Science in Real Estate**  
University of Washington | Expected 2023

**Bachelor of Science in  
Environmental Science and  
Resource Management**  
University of Washington | 2017

**Bachelor of Arts in Community,  
Environment, and Planning**  
University of Washington | 2017

## PROFESSIONAL EXPERIENCE

---

**Project Coordinator** | February 2021 - Present

**Administrative Assistant** | July 2019 - February 2021

GMD Development LLC

- Conducted thorough market research and found areas of opportunity for new development growth
- Prepared monthly construction draws for new projects and made budget adjustments as needed
- Tracked and analyzed solar PV energy production to ensure systems were performing at their best
- Designed presentations and marketing materials that aligned with branding goals and appealed to potential residents
- Developed and gathered materials for low-income housing bond/tax credit applications, such as project summaries and location efficiency maps
- Researched areas for growth in environmental sustainability, including electric vehicle chargers and car share programs
- Strategized community outreach with website development, and social media engagement
- Managed an existing 4-plex on a future construction site, organized the relocation of tenants, and demolition to prepare for new construction

**Lead Preschool Teacher** | August 2018 - June 2019

Creative Kids Learning Center

- Collaborated with parents and guardians, teachers, support staff, and supervisors to effectively further develop student learning
- Recognized and celebrated student diversity

**Stream Restoration Intern** | February 2018 - April 2018

Nooksack Salmon Enhancement Association

- Organized and oversaw stream restoration events
- Collected, analyzed, and reviewed stream data to determine environmental conditions and need
- Composed narratives and data driven reports for social media

**3rd Grade Teacher** | June 2017 - December 2017

Academy Central Elementary School

- Created and customized lesson plans for a diverse group of 24 students to boost academic interest
- Taught students to use data to visualize their academic progress and improved student performance

---

## PHONE

360-535-9292

## CONNECT

[linkedin.com/in/carolyntillinger/](https://www.linkedin.com/in/carolyntillinger/)

## EMAIL

[carolyntillinger@gmail.com](mailto:carolyntillinger@gmail.com)

# CAROLYN TILLINGER

## COMMUNITY ENGAGEMENT & LEADERSHIP

### UW Real Estate Club

September 2021 - Present

### Orion River Rafting

March 2016 - Present

- Raft Guide

### Multiple Environmental Organizations

September 2013 - Present

- Environmental Restoration Volunteer

### College of the Environment

September 2016 - June 2017

- Student Advisory Committee
- Class Gift Liaison

### Community, Environment, & Planning

September 2016 - June 2017

- Outreach and Admissions Committee Chair
- Communications Committee Member
- Environmental Response Teaching Assistant

### Northwest Women

October 2014 - June 2016

- Director of Stewardship

### Campus Sustainability Fund

September 2014 - June 2016

- Interim Chair
- Vice Chair
- Student Senate Liaison

### ASUW Student Senate

September 2013 - June 2016

- Campus Sustainability Fund Liaison
- Passed Legislation: A Resolution in Support of More Compost Bins in the Residence Halls R-21-40

## QUALIFICATION HIGHLIGHTS

- Committed to diversity, equity, and inclusion
- Background and passion for environmental sustainability
- Skilled in Microsoft Suite, including Excel
- Proficient in InDesign and Adobe Acrobat Pro
- Versed in web design
- Excellent verbal and written communication

## AWARDS

Jack Creighton Endowed Scholarship in Real Estate  
2021

Runstad Department of Real Estate Scholarship  
2021

University of Washington Dean's List  
Winter & Spring 2017

Husky Green Award Nominee  
2016

Campus Sustainability Fund Versatility Award  
2016

Pay It Forward Scholarship  
2013

Bremerton Rotary Scholarship  
2013

Kitsap Audubon Society Scholarship  
2013

Kiwanis-Bennett Memorial Scholarship  
2013

Washington State Opportunity Scholarship  
2013

## INTERESTS

- Board games
- Photography
- Traveling
- Embroidery
- Watercolor
- Jewelry making
- Rafting
- Climbing
- Skiing

## PHONE

360-535-9292

## CONNECT

[linkedin.com/in/carolyntillinger/](https://www.linkedin.com/in/carolyntillinger/)

## EMAIL

[carolyntillinger@gmail.com](mailto:carolyntillinger@gmail.com)