

Cora Cox

(410) 443-3960 | coracox2005@gmail.com | <https://www.linkedin.com/in/coracox/>

EDUCATION:

Liberty University | Lynchburg, VA

June 2024 – May 2025

Master of Business Administration

High Distinction

Alvernia University | Reading, PA

Bachelor of Science in Business Management

August 2022 – May 2024

Magna Cum Laude & Commencement Speaker

EXPERIENCE:

Lynchburg Regional Business Alliance | Lynchburg, VA

November 2024 – Present

Leadership and Economic Development Specialist

- Project liaison for attaining the Accredited Economic Development Organization (AEDO) Accreditation.
- Plan and coordinate Leadership Lynchburg programs including Flagship, LL 2.0, SHE Week, and Leading Off Campus.
- Coordinate with the CEO and COO regularly to check in on projects.
- Schedule and arrange meetings

Leadership Lynchburg Resident Intern

September 2024 – November 2024

- Curriculum development, program and project management, and working with volunteer boards and committees. Marketing and program development for Leadership Lynchburg.

U.S. House of Representatives | Washington, D.C.

January 2024 – April 2024

Legislative Intern

- Performed legislative research to provide senior staff necessary knowledge of relevant legislation
- Attended committee hearings and briefings to gain a comprehensive understanding of the legislative process and key issues.
- Completed office inventory, organized files, managed call logging software and greeted visitors.

The O'Pake Institute | Reading, PA

August 2023 – January 2024

Fellow of Management

- Consulted with stakeholders to improve work efficiency by creating SOPs.
- Supported team development and talent retention by identifying strengths, weaknesses, opportunities, and threats through SWOT analysis.

Walmart | Denton, MD

October 2021 – July 2022

Front End Associate

- Oversaw efficient cash register operations in self-checkout to assist customers

INVOLVEMENT:

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Club Field Hockey | Lynchburg, VA

July 2024 - March 2025

- Liberty University's SGA club of the National Field Hockey League

The Washington Center | Washington, D.C.

January 2024 - April 2024

- Academic Internship Program

HONOR SOCIETIES:

Delta-Mu-Delta: International Honor Society In Business

May 2024

SHRM: Society for Human Resource Management

May 2024

Omega-Nu-Lambda: National Collegiate Online Student Honors

February 2025