

SARAH RYAN GRUBBS

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EDUCATION

REGENT COLLEGE at UNIVERSITY OF BRITISH COLUMBIA

MA in Theological Studies; Minor in Interdisciplinary Studies

**Vancouver, BC
2014-2017**

- 3.69 GPA
- Leadership: Vice-President of External Affairs for Regent College Student Association
- Member: Sociology in Theology Thursday Soup Group

PACIFIC RIM CHRISTIAN UNIVERSITY

BA in Bible and Christian Ministry; Minor in Leadership

**Honolulu, HI
2007-2009
2011-2014**

- 3.83 GPA
- Leadership: PacRim Student Life Group Leader; 12-person team responsible for organizing two, 2-hour chapels per semester
- Internship: Assistant Administrator to Senior Pastor of 12,000+ member church
- Founder: PacRim Running Club

EXPERIENCE

CARTER & RYE, LLC www.carterandrye.com

Founder/Owner

**Omaha, NE
2019-2020**

- Co-founded bakery and specialty beverage company, operating out of a 501c3 commissary kitchen; selling directly to customers at local farmers market with a 10,000+ average attendance for a 22-week season, distributing wholesale to two cafes, vendors at 6 special events with a combined attendance of over 50,000 people
- Generated \$50,000 in revenue and sold over 7,250 units of product within the first six months of operation; 8.5% average monthly profit
- Managed expenses, purchasing, budget, invoices, and taxes through Quickbooks; functioned as lead operations officer using Microsoft Suite; assistant pastry chef; lead beverage specialist; collaborated on marketing strategy, averaging 500 engaged Instagram followers weekly
- Placed 2nd at Wells Fargo Entrepreneur Invitational (December 2019), \$1,500 prize awarded

SELF-EMPLOYED

Specialty Coffee & Hospitality Consultant

**Omaha, NE
2018-2020**

- Lead consultant and project manager for two cafe build-outs in partnership with a 501c3, project objective was to create an economically viable and environmentally sustainable cafe in a low-income neighborhood through programming, job training, and entrepreneurship
- Partnered with a local recycling company to achieve a “zero-waste” initiative in both cafes prior to opening; effectively executing on environmentally positive programming, all waste was recycled or reused (i.e. composted food scraps for the community garden, recycled expired coffee grounds as fertilizer, donated post-date pastries to local food bank)
- Created hospitality and barista job training for 16-week culinary school, provided training for 12 students (8 graduated and were hired for jobs in the food and hospitality industry)
- Developed economically sustainable food and beverage program, the menu was 15-20% less expensive than competing cafes; all menu items were locally sourced and made by entrepreneurs within the partner 501c3
- Implemented marketing campaign for both cafe grand-openings using Adobe Suite; increased social media following by 50%

ARCHETYPE COFFEE www.drinkarchetype.com

Omaha, NE

General Manager

2016-2018

- Created and implemented company-wide employee handbook; including SOPs, hiring policies and procedures, gender-equity pay policy, sexual harassment policy, and employee training and professional development program
- Organized, led, and managed a mobile coffee-cart for special events and catering; generating an additional \$15,000 to gross revenue in the first year of operation
- Managed social media and marketing, growing Instagram following by 25% in the first year; created and implemented “Update Friday” marketing campaign during six-month build-out of the second cafe location, becoming the most viewed Instagram story per week by 400%
- Organized and coached quarterly staff meetings and barista skills training; attended and coached at the national Specialty Coffee Association competition in 2017, the competing barista placed 12th nationally

MATCHSTICK COFFEE www.matchstickvyr.com

Vancouver, BC

Senior Lead Barista

2015-2016

- Within three months, advanced from junior level to senior level barista; hard skills included: technical espresso training, coffee-sensory and roasting education, hospitality training
- Mentored junior baristas in technical training and practice exams
- Shift Lead responsible for completing daily and weekly SOPs, overseeing customer experience, managing product, and supplies inventory

PACIFIC RIM CHRISTIAN UNIVERSITY www.pacrim.edu

Honolulu, HI

Admissions & Recruitment Coordinator

2011-2012

Director of Enrollment

2013-2014

- Organized, led, and attended over 20 recruiting events (including nationally and regionally recognized college fairs); met admissions KPIs every semester within a 5% margin
- Managed national ABHE 2012 accreditation audit for recruitment and admissions departments (successfully accredited in 2013); developed enrollment strategy for inaugural MA in Theology program
- Collaboratively facilitated an institution-wide marketing campaign to introduce a new university name and additional degree programs (project included re-design of web, digital, and print materials)

ADDITIONAL INFORMATION

- **Interests:** Long-Distance Running (7 marathons: including Boston Marathon 2019, New York City Marathon 2020; Chuckanut 50K Ultramarathon); Long-Distance Outrigger Canoe Paddling (Na Wahine O Ke Kai 2013, 2014); Writing: *Fatih & Politics (Wild Goose Festival 2020)*
- **Community Involvement:** Assistant Coach (Girls HS Cross-Country); Practice Partner (*Girls on the Run Puget Sound*); Volunteer (*Girls Inc.*, Seattle); Member (*TheRiveter*, Seattle); Member (*Forte Foundation*, Seattle)
- **Study Abroad & Mission Trips:** Honduras, 2011; Youth With A Mission, *Discipleship Training School* (Lausanne, CH), 2009; Tanzania and Burundi, 2009; Belgium, 2006