

Julie Wenzel
Colorado State University
Fort Collins, CO

August 12, 2026

RE: NCURA Region VII Member-at-Large Position

Dear NCURA Region VII Members,

I'm writing to express my interest in serving as a Member-at-Large for NCURA's Region VII Board. I believe I would be an enthusiastic addition to the Board.

I attended the 2023 regional NCURA meeting in Alaska, volunteered at the check-in table, and learned from many great sessions. After participating in the Region VII Lead Me Program, I was especially motivated to contribute to NCURA through volunteer service. My article, "Bridging the Gap: Leveraging Past Experience in Your New Role as a Research Administrator," was published in the December 2025 issue of *NCURA Magazine*. Working with the editorial team was a highly positive experience, and I would strive to be a helpful and friendly officer on the Board.

I bring 25 years of experience in communications, community outreach, and program development. Prior to diving into research administration, I worked for *The American Journal of Physics* and *Business Finance Magazine*. After editing at Penton Media, I fueled outreach efforts for Larimer Health Connect, including producing accessible and engaging content on health coverage options. My community-building muscle landed me in Neighborhood Services, where I continued to develop presentations and programming. I am skilled at translating complex material into clear content and being a reliable resource for others.

In my current role as a Research Proposal Coordinator, I specialize in proposal development and therefore bring particular strength in pre-award and departmental-focused processes. I would be excited to support Region VII members by strengthening communication, promoting member engagement, and helping showcase the accomplishments of our community. I bring a collaborative, community-oriented approach and would take pride in contributing to a connected, communicative group of officers.

It's exciting to be part of the research community and know that I'm helping researchers further advance scientific knowledge that benefits the local and global community. This progress fuels my fire to grow in the research administration profession. I would welcome the opportunity to contribute to NCURA's Region VII Board as a Member-at-Large.

Many thanks for your consideration,
Julie Wenzel

JULIE GRACE WENZEL

RESEARCH PROPOSAL COORDINATOR



SPECIAL SKILLS

- Proposal development
- Outreach & education
- Project management
- Collaboration & teamwork
- Workshop & meeting facilitation
- Public speaking

VOLUNTEERING

- CSU International Friends
- Poudre School District (writing, debate judge, crossing guard, events)

SPECIAL PROJECTS

- Certified Professional Doula
- Health Coverage User's Manual
- Be Idle Free: Anti-idling Rap

CONTACT DETAILS



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EXECUTIVE SUMMARY

Diligent, community-minded professional with a proven track record of managing projects, overcoming challenges and obstacles to understanding, and strategic planning for continued growth.

PROFESSIONAL SUMMARY

Research Proposal Coordinator

Colorado State University | 2022-Present

- Proposal development for the Dept. of Biology
- Collaboration with faculty and staff on proposal management
- Ongoing training and process improvement

Volunteer Program Coordinator

Poudre School District | 2021-2022

- Project management of migration to new check-in system
- Training development and implementation
- Creation of newsletter and web content

Neighborhood Services Program Coordinator

City of Fort Collins | 2018-2021

- Revised and improved mini grant program
- Facilitated Sustainable Neighborhood meetings
- Leveraged community relationships to maximize grant funding

Outreach & Education Lead

Larimer Health Connect

Health District of Northern Larimer County | 2013-2018

- Produced print and web materials to drive awareness of programs
- Prepared and delivered tailored presentations
- Simplified communication: health care literacy

EDUCATIONAL SUMMARY

International Association for Public Participation 2019

Family Leadership Training Institute 2016
Larimer County, CO.

M.A. English: Communication Development

Colorado State University, Fort Collins, CO.

B.A. English Language and Literature

University of Michigan, Ann Arbor, MI.