

Ethan P. Huffaker

EXPERIENCE

Executive Officer, Rexburg, ID— *Search and Rescue Africa*

February 2020-April 2023

- Directed and managed board of directors meetings. Designed and established bylaws, assisted in 501(c)3 compliance and application.
- Maintained relationships with donors, foundations and private wealth philanthropists. Acted as a liaison between universities and interns.
 - Led planning and design efforts for future proposed \$340,000 rehabilitation homes for survivors of human trafficking, overseeing site selection, facility design, and budget development.

Student Services & Contact Center Manager , Rexburg, ID— *BYU-Idaho University*

January 2017-April 2021

- Managed a student services contact center team supporting 25,000+ students across financial aid, records, registration, account access, IT troubleshooting, and general university services .
- Conducted weekly performance reviews, bi-weekly payroll, and scheduling via Workday.
- Led hiring and staffing decisions for student employee teams, including resume review, interviews, onboarding recommendations, performance documentation, and separations.

EDUCATION

Harvard University, Cambridge MA — *Master of Liberal Arts in Extension Studies, International Relations.*

Expected June 2026

Brigham Young University Idaho, Rexburg, ID — *Bachelor of Professional Studies.*

April 2023

Kaysville, Utah

517-449-7112

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SKILLS

Microsoft Visual Studio Code

Project Management

Codex, OpenAI, ChatGPT

Artificial Intelligence research

CRM (TeamDynamix)

Canva, ClipChamp

Workday

VOLUNTEER

Kathmandu, Nepal April 2019

Village Book Builders

Maputo, Mozambique 2014-2016

LDS Missionary

Niteroi, Brazil June 2010

AYS Volunteer

CERTIFICATIONS

Business Administration

BYU-Idaho University

Nuclear Deterrence

Harvard University

Publications/Projects

Artificial Intelligence and Asymmetrical Power in African Conflicts: Thesis

Harvard University 2026

VERI: Verifying AI Misinformation
(<https://www.veribeta.com>)

April 2023-2026

The Making of Man

April 2019