



Kenyon Candidates

Law

Aaron Cooper

Minneapolis, MN | cooper4@kenyon.edu | 507-649-4073

Recent political science graduate with aspirations in the legal field. Seeking opportunities in paralegal work, or in the realm of policymaking. Familiar with a number of different fields, from hospital administration to nonprofits, and committed to bringing the analytical and research skills attained from such roles to a firm in my home city of Minneapolis, or elsewhere if an opportunity arises.

Education

Kenyon College, Gambier, OH

Bachelor of Arts, Political Science | Concentration: Public Policy

Graduation: December 2021

Cumulative GPA: 3.6/4

Technical Skills: Microsoft Office, GSuite, Salesforce, Tableau, Python; (intermediate), C++; (beginner)

Languages: Fluent in German

Experience

The Impact Center, Washington, DC

May 2021-August 2021

Leadership Programming & Research Intern

- Closely coordinated with multiple teams of staff and interns to ensure high-quality coaching and education delivery by the nonprofit, its primary output
- Drafted and refined course modules for client organizations, analyzing feedback from previous virtual retreats to improve engagement and participant satisfaction.
- Joined staff and clients in virtual retreats, taking extensive notes and logging feedback for each session
- Researched struggles/needs of client organizations, including changing nature of workplace culture in order to refine or improve the Center's custom tailored courses
- Performed extensive file organization and spreadsheet development to streamline operations
- Undertook an independent research project throughout the course of several weeks for a final capstone presentation, highlighting new angles and literature for the organization to possibly adopt

Northfield Hospital, Northfield, MN

Admissions Representative

September 2020-January 2021, May 2021-August 2021

- Oversaw inflow/outflow of patients, visitors, and vendors to the main facility, performing COVID screenings to minimize spread
- Worked closely to aid the Emergency Department and Long Term Care Center staff, providing care to patients whenever possible, be that in anything from guiding them through administrative matters or rushing them into a wheelchair and to the Emergency Department
- Coordinated with administrators and health supervisors to adapt systems to mitigate Covid risk, providing staff with information/resources in the event of outbreak
- Readied over 400 Covid tests per week to maintain testing capacity for all employees

Northfield Community Action Center, Northfield, MN

Summer Associate

May 2019-August 2019

- Under direction of new management, streamlined inventory and stocking to maximize in-store space/display
- Reviewed patron donations to determine items for display, for sale, or for distribution to families in need
- Administered and approved donation slips for community members in order to officiate their donations as tax-exempt

The Tikvah Fund, Northfield, MN

Assistant to the Managing Director

May 2018-July 2018

- Developed and edited spreadsheets and online databases detailing professional and academic histories of people involved in Tikvah programs
- Researched, documented, and archived articles by publications and authors closely affiliated with the Tikvah Fund, or by new and prospective faculty hires
- Summarized findings of data into concise spreadsheets and memos for Tikvah administrators and donors

Jessica Dannery

Paris | [LinkedIn](#) | 330-441-1026 | dannery1@kenyon.edu

PROFESSIONAL SUMMARY

Future lawyer interested in the application of international politics, dispute resolution, and community development in international law. Seeking paralegal or legal assistant opportunities to apply my mediation, research, interpersonal communication, organizational, and planning skills.

EDUCATION

Bachelor of Arts, Kenyon College, Gambier, OH May 2022
International Studies | Modern Languages & Literatures: French and Mandarin Chinese GPA: 3.7
Université Paris 1 Panthéon-Sorbonne / Middlebury College – Paris, France Fall 2021

WORK EXPERIENCE

Legal Research Intern September 2021 – December 2021
Fondation SCÉLLES: L'Observatoire International de L'Exploitation Sexuelle, Paris, France

- Researched international law on human trafficking and sex work in a French-speaking office
- Developed French-language independent research project comparing laws in the U.S. and France to evaluate if court-ordered diversion programs decrease the demand for international human trafficking

Legal Database & Translation Intern June 2021 – August 2021
Kids Empowerment: Aide à L'Enfance, Paris, France - Remote

- Translated an 80-page petition from English to French on behalf of Kids Empowerment and the French Council of Associations for the Rights of the Child (COFRADE) to the United Nations Committee on the Rights of the Child

Legal Research Intern & Summer Scholar June 2021 – August 2021
Socio-Legal Summer Scholars: Kenyon College, Gambier, OH

- Conducted an original research project evaluating the socio-political and economic impact of China's hukou system on rural-to-urban internal migration
- Tracked implementation of government policy on rural citizenship rights and Chinese society under the hukou system using analysis of qualitative and quantitative demographic and economic data
- Examined and translated interdisciplinary literature and case studies from Chinese and English language sources

Legal Intern May 2017 – August 2017
Medina County Felony Court, Media, OH

- Briefed Judge on criminal case files, constructed weekly courtroom schedules, and observed all court hearings
- Assisted with weekly Drug Court meetings to facilitate over 50 incarcerated peoples' recovery from substance abuse

LEADERSHIP EXPERIENCE

Intern: Volunteer Coordinator and Logistics August 2020 – Present
Community Food Bank: Center of Hope, Gambier, OH

- Lead four weekly food distributions serving more than 300 people experiencing rural food insecurity
- Develop food distribution for Gambier community serving residents, low-income, and international students
- Plan more than 30 volunteer events as liaison between Kenyon, Knox County residents, and Ohio nonprofits

Mediator January 2020 – Present
Ombud's Office, Kenyon College, Gambier, OH

- Certified in transformative mediation by Dayton Mediation Center and group mediation by Essential Partners
- Conduct group facilitation between students/faculty to resolve disputes and promote understanding

Sustainability Intern: Event Planning and Logistics January 2019 – Present
Sustainability Office, Kenyon College, Gambier, OH

- Plan and execute intercollegiate conferences, events, networking, and virtual speaker series
- Create and publicize campus sustainability projects: electronic recycling and carbon data reporting

Reed Gray

gray1@kenyon.edu | 317-774-4340 | Carmel, IN 46032

PROFESSIONAL SUMMARY

Future graduate seeking employment with nonprofit, law, or government agencies. Passionate writer and public speaker interested in legal and political advocacy for underserved communities. Self-directed and collaborative team player with demonstrated interpersonal communication and leadership skills.

EDUCATION

Bachelor of Arts, Political Science

Kenyon College

Expected Graduation Date: 05/2022

Gambier, OH

TECHNICAL SKILLS: Adobe Premiere Pro; Excel; Python Programming Basics

WORK EXPERIENCE

Center of Hope

Communications and Marketing Intern

Bladensburg, OH

09/2021 – present

- Help connect surrounding rural communities to food services
- Film, edit, and narrate videos that successfully increase outreach to volunteers, fundraisers, and members of Rural Ohio in need of food assistance
- Grow Instagram and Facebook platforms for the organization

Construction Project Manager

- Worked with employer to craft a plan and organize a work schedule for new construction to expand the company
- Collaborated with team and volunteers to complete construction tasks
- Drafted necessary guidelines for company to meet health inspection standards

Volunteer Group Leader

- Managed volunteer groups to complete various projects

Doordash

Delivery Driver

Carmel, IN

05/2019 – present

LifeSolutions Counseling Associates

Administrative Project Manager

Carmel, IN

05/2016 - 10/2020

- Managed company's database and external partners in transition to a new location
- Directed company's migration from paper documentation to electronic records

COMMUNITY INVOLVEMENT

Kenyon Farm, Garden Volunteer

09/2018 - present

Community Food Pantry, Active Volunteer

04/2012 - present

Bread for the World

06/2016 - present

- Help coordinate letter writing campaigns to elected officials encouraging provision of additional funding for social hunger programs

DAVIDA HARRIS

New York, New York | harris4@kenyon.edu | [Linkedin Profile](#) | 516.406.0767

SUMMARY

Recent graduate entering the legal field with hopes of attending law school. Effective writer and speaker who combines analytical thinking and strong organizational skills to creatively solve client problems. Looking to build a network in NYC and the legal field.

EDUCATION

Kenyon College | Gambier, Ohio Expected May 2022
GPA, 3.72 Bachelor of Arts, English and Philosophy, Merit List Recipient
Captain, Varsity Cross Country and Track and Field

WORK EXPERIENCE

Incoming Litigation Paralegal, Paul, Weiss, Rifkind, Wharton & Garrison | NYC August 2022

- Joining the Paul Weiss team to work on challenging and high-profile cases.

Writing Center Student Manager, Kenyon College | Gambier, Ohio August 2020-Present

- Tutor students in analytical writing skills and edit college writing across the curriculums.
- Supervise over 30 writing center employees including scheduling all shifts.
- Facilitate the college's liaison program, pairing over 15 professors with trained tutors best suited for their courses.

Volunteer Services Intern, HIAS | New York, New York May 2021-August 2021

- Assisted in running volunteer program at a immigration legal non profit, working directly with refugees and asylees.
- Onboarded 10 new volunteers into the volunteer program by collecting paperwork, and sending background checks; matched the 10 new volunteers with clients and conducted initial meetings.
- Supervised end of partnership between clients and volunteers by conducting exit interviews to elicit feedback on HIAS NY volunteer program and analyzed the feedback.
- Aided in the launch of 2 employment workshops with corporate sponsors by recruiting volunteers and training them on best volunteer practices, and matching volunteers with clients whose career aspirations aligned.
- Managed a weekly newsletter sent to 2000 volunteer recipients where received requests from case managers and managed in-kind donations from volunteers.

Grant Development Intern, Get Girls Going | Boston, Massachusetts January 2021-August 2021

- Interned for nonprofit dedicated to equipping black girls with resources needed to fight systemic disadvantages.
- Generated revenue for programs and services through timely submission of researched, well-written, and well-documented fund-raising proposals and supporting documents.
- Secured, through research, public and private grant opportunities for the organization.
- Won 2 of the grants I applied for, securing a total of \$10,000 for the organization.

Hillel Program Manager, Kenyon College | Gambier, Ohio August 2019-May 2020

- Oversaw all programming, including weekly Shabbat dinners, holiday events, interfaith events, and community service.
- Budgeted and disbursed over \$5,000 in funding to meet program goals.
- Engaged and maintained a relationship with the greater Jewish community of Gambier and Knox County.

VOLUNTEER & LEADERSHIP EXPERIENCE

Legal Volunteer, HIAS | New York, New York September 2020-April 2021

- Helped prepare clients for their N-400 naturalization interview.
- Assisted immigration lawyer in client naturalization process, worked on study documents for naturalization exam.
- Sat in on legal team meetings where client documentation was reviewed and finalized.

Dylan Hartman

www.linkedin.com/in/dylan-hartman | 740-641-7225 | dhartman6023@gmail.com

Summary

2022 graduate seeking employment in law or government. Precise and versatile writer skilled in nuanced, research-intensive, and collaborative analytical work. Committed to clear communication, rigorous attention to detail, and resourceful problem-solving.

Education

KENYON COLLEGE – GAMBIER, OH

Expected May 2022

- Bachelor of Arts: English
- Cumulative GPA: 4.0; Merit List Scholar Fall 2018-Spring 2021
- Awards: Philip Wolcott Timberlake Junior Prize (for most accomplished Junior majoring in English); Phi Beta Kappa

Experience

ENGLISH SENIOR HONORS THESIS

August 2021-April 2022

- Wrote a multi-chapter thesis arguing that 19 century British novels responded to the Sanitary Movement of the 1840s by imagining alternative systems of public health based upon traditional constitutional theories of disease.
- Conducted extensive research in the history of medicine/science, parliamentary history, literary criticism, and the history of ideas. Wrote an innovative and wide-reaching analysis of the medical professional as an executive official. Defended thesis before an outside examiner.

INTERNSHIP AT OHIO HOUSE OF REPRESENTATIVES

June-August 2021

- Researched several major bills by compiling proponent/opponent testimony, analyzing amendments and revisions, and tracking committee and assembly votes.
- Completed office tasks, took meeting notes, and performed a range of constituent services.

SCREENWRITER FOR LENGI STUDIOS

May-August 2020

- Proposed, wrote, and thoroughly revised eight episodes of a developing children's television program about ecology and wildlife, in accordance with the vision of the project's producers.

PRODUCTION COORDINATOR FOR *GOTTA GET DOWN TO IT*

August 2018-March 2019

- Managed the casting, scheduling, production, and continuity of a feature film which won Best Director at the 2020 Charlotte Black Film Festival.

Skills

- Microsoft Office
- Adobe Premiere and Photoshop
- German (Proficiency Level B2 in the Common European Framework)

Mari Zhen Lucas Holben 胡霞 (Hu Xia)

Erie, Pennsylvania
(814)-440-4195
holben1@kenyon.edu

Professional Summary

Dedicated graduate seeking opportunities in the legal or nonprofit industry, with plans to complete a Fulbright English Teaching Assistantship in the future. Strong social justice advocate with proficiency in Mandarin pursuing avenues to utilize language skills. Analytical thinker and strong researcher who is committed to making measurable change in underprivileged communities through the use of language and feminist pedagogy.

Education

BACHELOR OF ARTS | KENYON COLLEGE | GAMBIER, OHIO

EXPECTED MAY 2022

- Major: Modern Languages and Literatures (Chinese Interdisciplinary Studies)
- Concentration: Women's and Gender Studies
- Related coursework: Chinese Language: A Linguistic and Cultural Introduction, Advanced Chinese, Transnational Feminisms, Feminist Theory, Modern China Through Film & Fiction, Advanced Chinese: China in Ten Words, Complexities of Gender and Race, Modern East Asia History
- Cumulative GPA: 3.75
- Activities: Kenyon Asian Identities (KAI), Sisterhood, Apprentice Teacher Program

Experience

THE PA INTERBRANCH COMMISSION FOR GENDER, RACIAL, & ETHNIC FAIRNESS

INTERN | PITTSBURGH, PENNSYLVANIA |

MAY 2021- AUGUST 2021

- Researched and drafted memoranda to reform various aspects of Pennsylvania's criminal justice system
- Tracked legislation and drafted letters supporting/opposing legislation
- Participated in monthly conference calls of the Commission's six subcommittees, during which members discuss Committee initiatives & attendance at the Quarterly Meeting of the full Commission, in June 2021

MLL APPRENTICE TEACHER | KENYON COLLEGE |

AUGUST 2020- PRESENT

Intensive Introduction to Chinese 111 Apprentice Teacher

- Implemented weekly lesson plans for language practice and reinforcement
- Strengthened students verbal and written language skills

NATIONAL CHENG KUNG UNIVERSITY 成功大學 | TAINAN, TAIWAN |

JUNE 2019- AUGUST 2019

Taiwan Intensive Summer Language Program

- Developed Mandarin language skills through an 8-week intensive course
- Researched the differences between women's issues in Taiwan and the United States and produced a short research video to present research findings

KEEP SCHOLAR | KENYON COLLEGE |

JUNE 2018-AUGUST 2018

Kenyon Educational Enrichment Program (KEEP) Scholar

- Selected to receive six weeks of intensive academic training as part of a highly competitive program directed at underrepresented students of color and first-generation students
- Refined written communication and research skills through Writing for the Humanities course
- Learned data analysis skills through a series of case studies, analyzed and evaluated data, drew conclusions from data, and presented conclusions in graphics and writing

Leadership & Volunteer Work

KAI EXECUTIVE BOARD MEMBER | KENYON COLLEGE |

FEBRUARY 2019-PRESENT

- Planned and contributed ideas for events and meetings
- Advocated for Asian American representation on campus through events
- Composed weekly meeting informational emails

Grant Holt

History major with experience in research and organization administration. Seeking employment opportunities in the legal, nonprofit, or publishing industry, with plans to attend law school in the near future.

Los Angeles, CA
(626) 857-6808
grantsholt2018@gmail.com

EDUCATION

Kenyon College, Gambier, OH — Student

AUGUST 2018 - MAY 2022

3.72 GPA. History Major. Studio Art Minor.

Senior Class President. Editor of Persimmons Art & Literary Magazine, Kenyon's second oldest student publication. Head of Design for Lyceum, a creative science journal.

EXPERIENCE

Career Office, Kenyon College, Gambier, OH — Administrative Assistant

AUGUST 2019 - CURRENT

Review applicants for new office positions. Manage student and counselor appointments. Design poster graphics and edit instructional videos. Provide general support to visitors. Handle sensitive information in a confidential manner.

The Kenyon Collegian, Gambier, OH — Staff Writer

OCTOBER 2019 - CURRENT

Investigate and write news coverage on a weekly basis. Coverage includes college labor disputes, pandemic response policies, and local affairs including the shutdown of community newspapers.

Pasadena Museum of History, Pasadena, CA — Research Intern

MAY 2020 - DECEMBER 2020

Wrote historical articles for museum blog, including a featured series on famous Pasadenans and Catalina Island. Created multiple online photo exhibits. Assisted with transition to online operations.

Collective Actions, Los Angeles, CA — Research Intern

MAY 2020 - AUGUST 2020

Conducted extensive research into art communities via publications, social media, and college art departments. Established a meaningful online presence with demographic tools to build an audience.

SKILLS

Basic HTML / CSS / Python

Tableau

Adobe Indesign

Adobe Premiere Pro

AWARDS

Kenyon Merit List: Fall '18 - Spring '21

Robert L. Baker Prize for Historical Essays

Hispanic Scholarship Fund Scholar 2021-2022

California Boys State Alumni

PUBLICATIONS

"Umbrellas & Adaptation in the Eighteenth Century." *The Gateway History Journal*. 2021.

William B. Hudgins

Richmond, VA

(804) 615-7828 | bodellhudgins@gmail.com

Soon-to-be graduate with over 5 years of work experience and strong interpersonal communication skills among co-workers and clients. An engaging, analytical writer seeking positions which are tied to anthropology and history. Passionate about using anthropology to learn from the past as well as highlight contemporary issues around the world.

Education

Kenyon College, Gambier, OH

Bachelor of Arts in Anthropology, Minor in Classics

August 2018-May 2022

- ❖ Senior Anthropology Thesis: *Agency within Systems of Inequality, on inequalities in the historical landscape of the Caribbean.*

Experience

Kenyon College, Gambier, OH

Phonathon Student Caller

October 2019-Present

- ❖ Call alumni and students' parents for solicitations to multiple Kenyon College Funds
- ❖ Write thank you cards to donors.
- ❖ Preserve strong alumni connections throughout the pandemic when working remotely to maintain engagement with the alumni base, including reaching alumni who had not been in touch with the school.

Virginia Sprinkler Company, Ashland, VA

Fire Safety Inspector Assistant

June 2021-August 2021

- ❖ Performed routine inspections as part of a fire safety team on contracted businesses throughout central Virginia in office buildings, hospitals, and other centers of business.
- ❖ Interacted with clients while testing fire panels and fire safety equipment like smoke alarms and sprinkler systems.
- ❖ Completed detailed paperwork for the inspections.

River City Rubbish, Richmond, VA

Assistant to Owner and Work Team Leader
2018

May 2017-August

- ❖ Researched competitive market pricing to help adjust company pricings. Performed general office duties including fielding customer inquiries, dispatching drivers, and customer invoicing and billing.
- ❖ Completed yard work, warehouse and truck maintenance, and reconditioned metal dumpsters.
- ❖ Lead a group of 4 other workers in renovating the lot next to the warehouse.

Skills

- ❖ Microsoft Excel

Extracurriculars

- ❖ Club Soccer member 2018-2022
- ❖ Delta Tau Delta Fraternity 2018-2022
 - Sergeant-at-Arms: In charge of the upholding the Chapter's bylaws

Alexander Ogihara

Madison, WI 53714 • (404) 901-1652 • aogihara42@gmail.com

Summary

Highly organized and motivated worker with strong logistics, research, and communication skills. Interests include public policy, data protection & privacy, consumer protection, and European & US politics. Seeking positions in the Northeast US related to public policy and consumer protection in the public, private, and non-profit sectors.

Education

Kenyon College • Bachelor of Arts: Political Science Major, History Minor. GPA: 3.55

Gambier, OH • Expected Graduation: May 2022

- Member of Kenyon Educational Enrichment Program (KEEP), an intensive program to help first-year students from underrepresented backgrounds to develop skills and connections on campus.
 - Recipient of Waugh Endowed Fellowship funding for job shadow experience with New York District Court.
-

Professional Experience

Legislative Intern • Office of Representative Christine Sinicki, Wisconsin State Assembly 20th District

Madison, WI • August 2020 – August 2021

- Managed Constituent communications, engaged with constituents via email and phone, researched and wrote constituent responses, and recorded constituent contact data.
- Conducted policy research and produced memos on topics including genetic information privacy law, pandemic unemployment assistance, and telecommunications subsidy programs.

Overnight Hosting Chair • Kenyon College Admissions Office

Gambier, OH • March 2019 – May 2020

- Coordinated overnight visits for prospective students, including successfully arranging and coordinating hosts for up to 150 prospective students for major admissions events.
 - Regularly led campus outreach efforts to recruit volunteers for admissions events.
-

Involvement and Leadership Roles

Social Media Chair • Männerchor A Cappella Group

Gambier, OH • November 2018 – Present

- Created and managed a cappella group's Instagram to improve campus outreach.
- Designed and distributed promotional material for in-person and livestreamed performances.

Community Service Chair • Delta Tau Delta Fraternity, Chi Chapter

Gambier, OH • September 2019 – October 2021

- Organized 11 successful blood drives, generating over 400 blood donations for Knox County Red Cross.
- Generated over \$1k for type 1 diabetes research charity JDRF through fundraising events.

Secretary • Delta Tau Delta Fraternity, Chi Chapter

Gambier, OH • December 2019 – December 2020

- Developed and managed communications tools for organization, including shared Google Drive for all important communications and documentation.
-

Academic Projects

Hazardous Harbor, Shattered Shield: Principles, Compromise and Conflict in EU-US Data Protection Cooperation

PSCI 445: Topics in European Politics • Fall 2021

- Research project analyzing the foundational principles of European Union data protection laws and their conflict with US data privacy policies in the wake of the Snowden leaks.

Cate Robertson

781-547-1104

Robertson1@kenyon.edu

Current senior double major in History and Psychology planning to attend law school after gaining a few years of experience in the field. Seeking employment on a legal team as a paralegal in Boston or Washington D.C. Passionate about investigating questions and crafting an argument surrounding my findings to assist people through the legal system.

Education

Kenyon College, Gambier OH

August 2018 - May 2022

Bachelor of Arts, History, Psychology

Relevant Projects

- Completed a history senior capstone project including a 30-page original research paper, presentation of findings, and oral defense

Milton Academy, Milton MA

September 2013 - June 2017

Experience

Kenyon College

Senior Admissions Fellow

August 2021 - Present

- Selected as one of only 30 seniors to interview prospective students and provide input in their admissions profiles using SLATE
- Speak to prospective students from all over the world, and worked to understand different perspectives and experiences in a thirty-minute interview
- Participate in information session panels as one of four student voices provided in each session

Tour Guide

August 2019 - Present

- Selected by the admissions office to be part of the Tour Guide team that provides personalized tours to prospective students and their families while articulating my experiences and sharing information

Varsity Track Team

August 2018 - Present

- Member of the varsity track team since starting at Kenyon College
- Selected by teammates as Team Captain for the 2021-2022 season
 - Provide communication between team members and coaching staff, as well as organize practice schedules and team activities

Falmouth Marine

Summer 2021

Falmouth-Edgartown Ferry Crew Member

- Member of the marine crew that provided transportation to a thousand passengers per day
- Ensured safety procedures were enforced while providing a positive environment for guests
- Increased season-pass ticket sales by 10% through directed email marketing

Bella Sante Day Spa

January 2018 – August 2018; Summer 2019

Concierge

- Scheduled client appointments, provided seamless customer service from arrival through check-out, including gratuity tracking
- Helped to streamline budget and inventory practices by creating a new log system in MILLENIUM, resulting in greater efficiency at the front desk
- Balanced schedules of spa technicians through both their working hours and appointments

Skills: Google suite, Instagram, Microsoft office, MILLENIUM, SPSS, SLATE, photoshop

Zachary J. Sclar

Harvard, MA • sclar1@kenyon.edu • 978-870-2501 • <https://www.linkedin.com/in/zachary-sclar-2b7a85143/>

CANDIDATE SUMMARY

Class of 2022 graduate and persuasive writer with a strong capacity for skill acquisition, research, and problem-solving. Seeking employment in the legal, consulting, non-profit, and governmental industries, with plans to attend law school. Interested in international affairs, consulting, public policy, research, political advocacy, and campaigning. Committed to finding work that will further develop skills and create a measurable impact on the community.

EDUCATION

Kenyon College • Gambier, OH

Expected May 2022

Bachelor of Arts, Political Science; Minors in History and Philosophy

Cumulative GPA: 3.51, Merit List Scholar Spring 2020 - Fall 2021

EXPERIENCE

Campus Mediator • Kenyon College Ombud's Office

Fall 2020 – Present

- Selected as one of 20 students (out of 45 applicants) to facilitate difficult discussions and mediate conflicts
- Received 28-hours of Transformative Mediation training through the Dayton Mediation Center

Intern for Angus McQuilken Congressional Campaign • 6th District of MA

Spring 2019 – Spring 2020

- Led a data collection project creating a strategic plan to effectively communicate the campaign's message
- Created an executive summary from the ordinances of the district's localities of the policies regarding political signs
- Participated in outreach to local businesses, aided grassroots efforts, and coordinated social media presence
- Canvassed, phone banked, and organized a group of interns to hold signs and distribute information

Intern for Massachusetts Court Service Center (CSC) • Worcester, MA

Fall 2020 – Fall 2021

- Worked the state-wide universal line to gather information on the problems litigants in high stress situations are facing to guide them towards the correct regional office so they may be helped by CSC attorneys
- Shadowed staff attorneys in meetings with litigants facing problems associated with housing, custody, and discrimination
- Provided guidance on necessary forms and paperwork as well as information pertaining to meeting with staff attorneys

LEADERSHIP & SERVICE

Junior Class Representative • Campus Senate

Fall 2020 – Fall 2021

- Developed and recommended [changes to Kenyon's need-based financial aid packages](#) resulting in students receiving \$500 more in grants as well as a \$500 credit at the Kenyon College bookstore for textbooks
- Charged by the President to investigate matters such as student employment, grants, scholarships, and school moniker

Student Representative • 5-Year Strategic Planning Committee

Fall 2020 – Fall 2021

- Liaised with the Board of Trustees, Provosts, consultants, and senior staff to create [Kenyon's Five-Year Strategic Plan](#)
- Drafted an action plan to construct a Computational Studies Program, strengthen interdisciplinary programs, enhance on-campus research, increase local internships, and create more high-impact learning experiences

President, Vice President • Kenyon Students for Israel

Fall 2019 – Spring 2022

- Created an organization fund of \$1500 via local, alumni, and state outreach
- Prepared meeting agendas, collaborate with the executive board to conduct group meetings, and mediate communication
- Cultivated skills to manage a political organization and demonstrated an ability to adapt quickly

Academic Chair, Vice President, Risk Manager • Chi Chapter of Delta Tau Delta

Fall 2019 – Fall 2021

- Managed the chapter during the COVID-19 pandemic, engaged in over 100+ hours of community service tabling for Red Cross blood drives, mediated disputes, and assisted brothers struggling with Microsoft Office, writing, and academics
- Amended the bylaws to outline specific punishments to better equip the honor board to deal with cases of Title IX violations

PUBLICATIONS & SKILLS

- WMGIC, NATO ACT, and NATO's Cooperative Cyber Defense Center of Excellence - publication pending (early 2022)
- Writing • Customer/Litigant Management • Microsoft Office • Google Suite • DNC VoteBuilder • Adobe Photoshop • Research • Editing • Administrative skills • Communication

ANNA WINSLOW

winslow1@kenyon.edu | (954)604-3370 | www.linkedin.com/in/annavwinslow
Vero Beach, Florida

PROFESSIONAL SUMMARY

Political Science major with minors in English and Italian seeking opportunities in the legal, government, and communications fields on the east coast. Strong writer with policy research and teaching experience planning to attend law school. Student-athlete who thrives in collaborative and fast-paced environments.

EDUCATION

Bachelor of Arts in Political Science, GPA: 3.72 **Expected May 2022**
Kenyon College **Gambier, OH**

- *Minors:* English and Italian
- *Awards:* Merit List 2019-2021, Intercollegiate Tennis Association Scholar Athlete 2019-2021

WORK EXPERIENCE

Kenyon College Office of Admissions **Gambier, OH**
Senior Admissions Fellow August 2021-Present

- Interview and meet one-on-one with over 50 prospective students as a student representative
- Write and submit feedback report after each interview for Admissions Office review
- Present virtual and in-person information sessions on the Kenyon experience for up to 50 people

Kenyon College Modern Languages and Literature Department **Gambier, OH**
Italian Apprentice Teacher August 2021-Present

- Lead one-hour practice sessions three times a week fully in Italian
- Design productive and engaging lesson plans for 10-15 introductory students
- Monitor student progress and submit student performance reports following each practice session

Vote Smart **Remote**
Public Statements Research Program Intern June-August 2021

- Analyzed Congressional press releases, speeches, and public statements
- Categorized, tagged, and uploaded over 750 Congressional records to Vote Smart's data base
- Collaborated with Public Statements research team to identify key speeches on a weekly basis

Sunrise Tennis Club **Sunrise, FL**
Front Desk Attendant May-August 2019

- Greeted guests and answered phone calls to book courts and schedule lessons for clients
- Organized and updated Sunrise Tennis Academy camp records and attendance files
- Designed four advertisements for print publication in Florida Tennis Magazine

LEADERSHIP ROLES & EXTRACURRICULAR ACTIVITIES

Kenyon Women's Tennis Team Captain **August 2018-Present**

- Lead team practices and foster positive and healthy environment for team success

Her Campus Kenyon Senior Editor **August 2019-May 2021**

- Write and edit blog posts on student life for content and grammatical correctness

Collegian Newspaper Copy Editor **August 2019-May 2020**

- Copy edited news and features articles for content, grammar, and style following AP guidelines

SKILLS & CERTIFICATIONS

- *Languages:* Italian (Conversational)
- *Software:* Adobe InDesign, Adobe Photoshop, Microsoft PowerPoint, Microsoft Excel
- *Certifications:* Teaching English as a Foreign Language (TEFL)