

munkschool
OF GLOBAL AFFAIRS & PUBLIC POLICY



UNIVERSITY OF
TORONTO

Candidate Profiles

Master of Public Policy
Class of 2022



Candidate List

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Interested in hiring a Master of Public Policy?

To learn more about our students, please contact:

katie.boomgaardt@utoronto.ca

www.publicpolicy.utoronto.ca/employers

Sophia Akhavan-Zanjani

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

Politics and Governance, Ryerson, Toronto, ON
Bachelor of Arts, 2020

- Director of Training, Ryerson Model United Nations
- Dean's Honour List, 2018-2019, 2019-2020
- Solly Patel Essay Prize, 2018-2019

EMPLOYMENT EXPERIENCE

Ryerson, Toronto, ON

Research Assistant, March 2019 – August 2020

- Conducted thorough research across primary, secondary, and academic sources in both English and French pertaining to the topic of the Women's Movement in Burundi and transnational actors in the Syrian Conflict
- Transcribed and translated 30 half hour field interviews from French to English in preparation for further analysis
- Transformed qualitative field interview data into quantitative data using inductive coding methods and Excel
- Managed certain administrative responsibilities such as booking flights and hotel rooms and arranging visas for travel

Ryerson Model United Nations, Toronto, ON

Director of Training and Delegate (Volunteer), September 2016 – April 2020

- Hosted 2 training sessions weekly for delegates to train them in public speaking, debate, negotiation, and resolution writing skills
- Organized room bookings, PowerPoint designing and lesson planning months in advance to provide a cohesive lesson plan to the delegates in training
- Researched, designed, and chaired 2 complete committees from scratch for Ryerson Model United Nations' annual conference
- Acted as a debate captain at away conferences and as a mentor for younger delegates for not only club activity related concerns, but academic, social, and personal as well

Ryerson Equity Service Center (Rye Pride), Toronto, ON

Lead Volunteer Coordinator, October 2018 – April 2019

- Managed the schedules, tasks, and training of approximately 20 student volunteers
- Hosted and planned social events for Ryerson Students
- Conducted LGBTQ+ community outreach on camps by providing resources, information, and support to Ryerson community members

Viola Desmond Awards, Event Helper (Volunteer), March 4, 2019

Winners, Sales Floor Associate, March 2018 – October 2018

Canada's Wonderland, Ride Operator, March 2017 – October 2017

Habitat for Humanity Canada Restore, Sales Floor Associate (Volunteer), April 2016 – September 2016

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Intermediate oral and written French
- Attended over 15 Model United Nations Conferences around Canada including McGill, University of Toronto, and the United Nations Association in Canada, securing 3 Best Delegate Awards (First Place) and 1 Honorable Mention (Fourth Place)
- Participated in the 2020 Ryerson Women in the House program in which women (virtually) shadowed a woman MP from the Parliament of Canada and spent the semester exploring gender-based policy and Canadian politics

Joud Alhמוד

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of British Columbia, Vancouver, BC
Bachelor of Arts, 2019

- Specialization in International Relations
- Recipient of Arts Research Abroad Award, Go Global Award: Global Seminar Programs, and Ernst & Young Future of Mining Challenge Winner Award
- Dean's Honour List

Amsterdam University College, Amsterdam, NL
Study Exchange, 2018

- Recipient of Go Global International Programs Learning Award

EMPLOYMENT EXPERIENCE

Higher Population Council, Amman, JO
Summer Research Assistant, Summer 2019

- Established in-depth research on public policy concerns such as the refugee crisis, underage marriage, and gender inequality in Jordan, which the Higher Population Council used in strategy development.
- Prepared a presentation on 'Equity in Jordan' for students at the University of Jordan, by addressing sustainable development goal five (Gender Equality) of the United Nations 2030 Sustainable Development Goals.
- Developed a youth survey that Jordan will use to measure youth morals and ethics in 2020.

University of British Columbia, Vancouver, BC
Teaching Assistant, 2017–2018

- Evaluated over 80 students in *CENS 303A: Representations of the Holocaust*, and *CENS 303B: Representations of the Holocaust*.
- Co-created the extension course of *CENS 303A: Representations of the Holocaust*, known as *CENS 303B: Representations of the Holocaust*, by producing online lectures, modules, and exam questions.

United Nations Headquarters, New York, NY
Summer Intern, Summer 2016

- Attended United Nations meetings (on the behalf of the Jordanian Mission to the United Nations) in the first committee (Disarmament & International Security), third committee (Social, Humanitarian & Cultural) and fourth committee (Special Political & Decolonization).
- Compiled comprehensive reports on United Nations committee meetings, which the Jordanian Mission utilized in strategy and policy making.

Ernst & Young Future of Mining Hackathon, Student Contributor, Fall 2019. Curated an approach to integrating the mining industry into the circular economy by 2040. Received first place among six competing teams.

Zu'bi Advocates and Legal Consultants, Summer Intern, Summer 2019. Gathered research to assist associates with ongoing cases.

University of British Columbia, Student Researcher, Summer 2017. Conducted rigorous Holocaust research by travelling to multiple concentration camp sites in Poland. Developed a comparative research paper on the Roma and Gypsy in the Holocaust.

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Fluent in oral and written Arabic; beginner French.
- Invited to speak about integrating the mining industry into the circular economy to over 100 people at PDAC 2020 conference.
- Volunteer at Ronald McDonald House, 2015-2017. Supported in creating a 'home away from home' for out-of-town families of children whose health needs bring them to Vancouver, by visiting the house, cooking dinners, and organizing themed activities.
- Avid passion for exploring new cultures through travel. Travelled extensively in Europe, Asia and Africa.

Faria Amin

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of British Columbia, Vancouver, BC

Bachelor of Arts, 2019

- Major in Political Science, Minor in Human Geography
- Alumni & Community Engagement Officer, Political Science Students' Association; organized events such as Trivia Night to foster networking between current and former students of UBC's Political Science program
- Elected Vice President of Programming, UBC Sororities Panhellenic Council; planned and executed events such as Bid Day for UBC Sororities' 800+ members, and was instrumental in developing the first Pride of Panhellenic Panel

EMPLOYMENT EXPERIENCE

Oliver & Bonacini Café Grill, Toronto, ON

Server, Nov 2019-Aug 2020

- Served guests in a section of 12-20 tables in a fast-paced, high-volume and demand environment
- Served private buy-out events with up to 80-100 guests
- Communicated effectively with guests and managers to ensure optimal customer service was provided in a timely manner
- Provided guests with food and drink knowledge and helped guests make informed choices
- Frequently opened and closed the restaurant

Toronto-Danforth NDP Federal Election Campaign, Toronto, ON

Canvasser and Data Entry Volunteer, Sep-Oct 2019

- Had direct conversations with constituents on local issues to gather data
- Performed data entry for 100+ constituents with gathered information
- Observed the election proceedings and provided the level of scrutiny necessary to a fair and transparent voting process as a candidate's representative on election night
- Formed valuable connections within the community of the candidate's riding

Browns Socialhouse Kitsilano, Vancouver, BC

Server, Feb 2017-May 2019

- Served guests in a section of up to 15 tables in a fast-paced, high-volume and demand environment
- Multi-tasked, performing duties such as greeting and seating guests, serving section, completing server side-duties, assisting co-workers when necessary, and providing an accurate and unsupervised cash-out at the end of every shift
- Provided training to incoming staff on proper restaurant procedures
- Frequently opened and closed

Conserve Democracy, Research Volunteer, Jul 2020-Present

ClimateFast, Volunteer, May 2020-Present

Federated Health Charities, Volunteer Campaign Material Writer, Apr 2020-Present

UBC Sororities Promotional Team, Volunteer Promotional Team Member, Aug 2017-Sep 2017

British Columbia NDP Provincial Election Campaign, Volunteer Promotional Video Participant, Mar 2017

Vancouver Fashion Week, Marketing Volunteer and Backstage Assistant, Aug 2016-Mar 2017

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Advanced oral Bengali; beginner oral and written French
- Participant in UBC's first annual Moot Court competition in 2016
- Policy interests include environmental policy, immigration policy, international development and human rights
- Personal interests include traveling, reading, fashion and attending concerts

Megan Elizabeth Annable

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of Toronto, Toronto, ON
Honours Bachelor of Arts with Distinction, 2020

- Double major in Political Science and Criminology & Sociolegal Studies
- Awarded the Carol Fitzpatrick Scholarship for academic achievement, 2017

University of Oxford, Oxford, England
Summer Abroad Program, 2018

- Participated in a four-week intensive course, studying comparative criminal law in Canada and the United Kingdom

EMPLOYMENT EXPERIENCE

Nordstrom Eaton Centre, Toronto, ON
Sales Associate, February 2019 – September 2019

- Enhanced the customer experience by providing quality service through multiple platforms, building lasting relationships, and exceeding customer expectations
- Successfully advocated for the customers, resulting in the inclusion of different brands, styles, and products within the store
- Educated customers by providing experienced product knowledge and advice on general trends in fashion world
- Implemented security standards set by the company, ensuring the safety of customers, employees, and store merchandise

Aqua by La Vie en Rose, Guelph, ON
Assistant Manager, 2014–2016

- Promote a welcoming and inclusive environment for employees through effective leadership and team building exercises
- Strengthened quality of administration by continually seeking employee input and adapting management style for each employee in order to ensure that every individual felt supported in the workplace
- Motivated employees to reach daily, weekly, and monthly sales goals through communicating effective sales strategies in order to achieve profitability within the store
- Executed store policies and performed all managerial duties when manager absent

Sears Canada, Guelph, ON
Sales Associate, 2009–2015

- Perform store orders for customers when products unavailable at our location, ensuring customer satisfaction
- Successfully promote store credit cards, recruiting and creating lifetime shoppers for the company
- Team-focused work ethic, thriving in a fast-paced, dynamic work environment
- Ability to remain calm while engaging in conflict resolution

YMCA, Teen Night Volunteer, January – April 2019

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Passionate about public health policy and criminal justice reform
- Beginner French and Spanish
- Sports enthusiast, enjoy snowboarding and playing basketball, soccer
- Personal interests: vegetarian cooking and baking, avid sports fan, travelling

Rochelle Artates

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of Ottawa, Ottawa, ON

Honours Bachelor of Social Science, 2019

- Specialization in Political Science minor in Law
- Strong focus on Indigenous Studies
 - Led a presentation and discussion on the challenges of financial management within the Department of Crown-Indigenous Relations and Northern Affairs Canada
 - Presented a comparative legal analysis on Australia, Canada, New Zealand and the United States delayed implementation of the United Nations Declaration on the Rights of Indigenous Peoples

EMPLOYMENT EXPERIENCE

Royal Bank of Canada, Toronto, ON

Operations Analyst, 2019–Present

- Analyzed multimillion dollar domestic and international transactions to reduce the risk of monetary loss for financial clients
- Assessed specific client requests, and recommended solutions that were in strict accordance to the Canadian Payments Association and RBC financial management policies
- Published operational processes and policies to the financial institution's database to increase transparency and accountability
- Streamlined work flow by delegating responsibilities to team members to complete time sensitive projects

Hair Republic, Ottawa, ON

Office Administrator, 2017–2019

- Organized weekly work schedules for 20+ employees to efficiently accommodate client availability
- Assisted management by drafting workplace policies that best supported clients and service providers
- Managed external relations by researching and corresponding with potential vendors to increase business partnerships

Nu Sigma Pi Women's Organization, Ottawa, ON

Fundraising Co-Chair, 2017–2018

- Elected to represent the interests of 60+ active members, and had successfully generated funds to support the organization's operations
- Raised over \$2000 for local women's shelters in Ottawa through an organized digital fundraiser
- Coordinated monthly meetings with Co-Chair and supporting committee to plan events and activities, and actively advised that all endeavours were align with the organization's values and goals

Liberal Party of Canada, Administrative Assistant (Volunteer), 2018–2019

Amnesty International, Public Outreach (Volunteer), 2017–2018

Free the Children WE DAY, Information Specialist (Volunteer), 2015

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Selected to receive advanced training in Personal Development and Client Relations by Ontario's Job Grant Training, 2019
- Academic interests include advancing the quality of life through the UN Sustainable Development Goals, and improving the rights and social policies for immigrants, refugees and federal skilled workers
- Personal hobbies include playing sports and fundraising for charities:
 - Ran a 5k race in support of the Family Navigation Project; a nonprofit program providing mental health and addiction services for youth, 2019
 - Participated in The Big Bike in support of the Heart and Stroke Foundation, 2019

Jaden Au

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

York University, Toronto, Ontario
Bachelor of Arts, 2019

- Honours Major in Law and Society; 3.85 GPA in Law and Society major courses
- York University Renewable Entrance Scholarship awarded to students with an admission average of over 80%, 2014
- York University Continuing Student Scholarship awarded to students for outstanding academic performance, 2017-2018
- Dean's Honour Roll, 2017-2019

EMPLOYMENT EXPERIENCE

Starbucks Canada, Markham, Ontario
Shift Supervisor, 2018 - Present

- Manage daily deposits and cash flow to maintain accurate documentation of store operating funds reducing weekly average till variations of $\pm\$30$ to $\pm\$5$
- Train and supervise 8 new hires to develop their compliance with Ontario food safety laws, and Occupational Health and Safety Act standards leading to three trainees acquiring their Ontario Food Handler's certification
- Collaborate with district and regional management to develop strategies to integrate company policies for storefront and team performance resulting in 12% growth of average ticket sales
- Assess weekly inventory and developed ordering plans using year-to-year and weekly metrics to anticipate store demands resulting in a decrease of waste from 17% to 9%

Red Lobster, Thornhill, Ontario
Line Coordinator, 2016 - 2019

- Organized deployment of kitchen staff to optimize efficiency and team coherency with high standards of performance resulting in top sales per region and lowest average timers in Canada
- Led teams of seven to nine people during high volume sales and coordinated roles of front and back of house staff to streamline productivity resulting in peak sales of 500 orders per day to 820
- Coached six new hires per year in development of food handling practices and retail performance resulting in greater efficiency in inventory management and organization of staff

UWO Textbook Exchange, London, Ontario
Moderator (Volunteer), 2019 - Present

- Authored organizational policies and guidelines for conduct and communications between clubs, students, and group moderators to better position the forum as a reliable networking resource
- Established a network for alumni and students to maintain contact leading to an increase of alumni and club event postings
- Conducted interviews and applications for teams of moderators designating executive tasks to successful candidates leading to a structured organization of operation duties
- Analyzed website traffic and compiled survey data to establish strategies of outreach for forum stakeholders and students resulting in 23% (6800 – 8500) of network growth

Dentistry in Oak Ridges, Administrative Assistant, 2012–2013

York Region International Languages Program, Administrative Assistant, 2012–2013

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Skills: Microsoft Office Suite (high proficiency), Record and book keeping (high proficiency), and Cantonese (conversational proficiency)
- Interests: Real estate economics, Urban planning, Equitable Housing, Policy Consulting

Christian Avendano

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Simon Fraser University, Burnaby, BC

Bachelor of Arts, 2017

- Majored in Political Science
- Presented at the BC Political Science Association's 2017 annual conference on how data can inform housing policy
- Dean's Honour List, 2017

EMPLOYMENT EXPERIENCE

British Columbia Institute of Technology Student Association, Burnaby, BC

Policy Research Assistant, 2020

- Provided recommendations on how the organizations' service delivery can transition into a COVID-19 setting by researching policies and best practices in governments and post-secondary institutions throughout various jurisdictions across the country.
- Supported the organizations long term government outreach initiatives through identifying key stakeholders, areas of policy alignment, and drafting public relations strategies.

Government of British Columbia, Victoria, BC

Ministerial Assistant to the Minister of Advanced Education, Skills, and Training, 2017–2018

- Provided relevant political and policy advice to the Minister on relevant sectoral issues by reviewing and analyzing briefing notes, communications materials, and supplementary documents from the Ministry.
- Established, maintained, and supported the Minister's relationship with stakeholders from a wide variety of sectors and ensured a collaborative environment by liaising with government relations staff, coordinating meetings, and attending events.
- Contributed to the success of the Ministers' public engagements and events by working with the communications department to coordinate tour schedules and related materials. This included travelling with the Minister to provide logistical support.

British Columbia New Democratic Party, Vancouver, BC

Campaign Manager: Vancouver Kensington, 2017

- Developed strategic voter and donor outreach and communications plans by using data on voting intentions and polling.
- Improved operational efficiency and the protection of sensitive information by working with the Office Manager to streamline operations such as volunteer onboarding, training, and staff scheduling.

Embark Sustainability, Burnaby, BC

Special Projects Coordinator, 2016-2017

- Led the peer mentorship program revision process by developing a performance evaluation structure, providing recommendations for program delivery, reorganized staffing roles and job descriptions, and participating in hiring committees.

Students' Union of Vancouver Community College, Vancouver, BC

Treasurer and Staff Relations Officer, 2010–2015

British Columbia Institute of Technology, Alumni Relations Coordinator Burnaby, BC, 2019

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Organized and facilitated a municipal policy forum as a member of the Vision Vancouver Young Leaders Fellowship (2016)
- Elected as the Student Representative to the Board of Governors at Vancouver Community College (2013-2015)
- Certificate in Music Studies from Vancouver Community College (2015)
- Interested in how stakeholder and government relations can help engage organizations and communities in the policy making process. Especially those who would not be traditional partners in those discussions.

Alisha Ayaz

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Chartered Financial Analyst (CFA)

Level I Candidate, Feb 2021

University of Calgary, Calgary, Alberta

Bachelor of Arts (Economics), 2018

EMPLOYMENT EXPERIENCE

Constituency Office of MLA Joe Ceci, Calgary, AB

Constituency Assistant & Outreach Manager, 2019-2020

- Acted as the primary contact between the MLA and his constituents and performed office duties in accordance with policies established by the Legislative Assembly office.
- Helped identify outreach and engagement opportunities for the MLA and developed public relations strategies in keeping with the MLA's best interest and constituent's needs.
- Addressed issues and inquires, monitored government and community activities, provided casework support to constituents in a professional and confidential manner, and briefed and updated the MLA with community issues.
- Developed and maintained constituents and community stakeholders' records, collected and analyzed information/data to provide relevant information and assistance to the MLA in carrying out his duties.

Alberta NDP Official Opposition Caucus, Calgary, Alberta

Administrative Coordinator, 2019–2020

- Worked closely with Caucus team to assist and support Caucus members.
- Organized and assisted in event planning and logistics and participated in risk identification and management strategies.
- Assisted with media and stakeholders' outreach and identified areas of opportunity or concern.
- Participated in projects as required, liaised with caucus member and support staff and performed duties as assigned.

Constituency Office of MLA Irfan Sabir, Calgary, Alberta

Constituency Manager, 2018–2019

- Managed the constituency office, acted as the primary liaison between the MLA and his constituents, and performed office duties in accordance with policies established by the Legislative Assembly Office.
- Monitored and addressed issues and inquires, supervised casework support to constituents, and participated in the development and implementation of constituency budget and the constituency work plan.
- Identified outreach and engagement opportunities for the MLA, staffed and represented MLA as needed and developed public relations strategies in keeping with the MLA's best interest and constituent's needs.
- Developed and maintained office records, collected and analyzed information/data, prepared briefs and provided assistance to the MLA in carrying out his duties.

Genesis Centre, Board Director – Audit Committee, Feb 2020 - Sep 2020

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Voter Contact Organizer and Interim Chief Financial Officer at a Provincial Election Campaign.
- Advanced oral and written English; conversational Urdu/Hindi; beginner French.
- Organized Breast Cancer Awareness campaigns in South Asian communities.
- Spoke at women empowerment events as Board Director of a charity organization.
- Lead a group of volunteers to advocate for Harm Reduction Initiatives and increased funding for supervised consumption sites.

Sheeriza Azeez

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship 2020

University of Toronto, Mississauga, ON
Honors Bachelor of Arts, 2020

- Specialization in Political Science
- Graduated with High Distinction
- Dean's Honour List, 2016-2020

EMPLOYMENT EXPERIENCE

BRICS Research Group, Toronto, ON

Compliance Analyst (volunteer), December 2019 – Present

- Compile a comprehensive analytical research report on Brazil's compliance to their 2019-2020 BRICS Brasilia Declaration commitment on cooperating with the BRICS member states to reduce crime and corruption
- Analyze laws, statements, and actions taken by the Brazilian government towards anti-crime and anti-corruption efforts in order to objectively report on their compliance to their commitment (i.e. maintaining accountability)

University of Toronto, Mississauga, ON

Research Assistant, October 2017 – April 2020

- Assisted a University of Toronto professor with the compilation of research, re-coding of statistical data, and programming of experimental surveys
- Analyzed and experimented with election-based data to better understand the voting behavior of the Canadian and American electorate when primed with various ideological, ethnic, and gender-based cues

G7 Research Group, Toronto, ON

Compliance Analyst (volunteer), June 2018 – June 2020

- Compiled a comprehensive analytical research report on Japan's compliance to their 2018-2019 Charlevoix commitment on defending democracy from foreign threats
- Analyzed the independent and collaborative measures taken by the Japanese government toward anti-terrorism and the protection of democracy within the G7 member states
- Compiled a comprehensive analytical research report on Canada's compliance to their 2019-2020 declaration on gender equality and women's empowerment
- Analyzed the actions taken by the Canadian government to support the medical, psychological and social needs of victims of sexual violence as well as their efforts towards holding perpetrators of sexual violence accountable

University of Toronto, Mississauga, ON

Political Science and Pre-Law Association Assistant Vice-President (volunteer), September 2018 – June 2019

- Planned, organized, and coordinated political science and pre-law information panels, LSAT-prep sessions, and a mentorship program for political science students
- Acted as a liaison between the political science student body and the PSLA executive team

University of Toronto, Syrian-Newcomer English Teaching Assistant (volunteer), September 2017 – April 2018

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Beginner French
- Intermediate skills in programming and statistical data analysis in R studio
- Policy interests include national security, environmental protection and sustainability, and macroeconomic policy
- Planning and organization enthusiast

Arman Bachmann

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

Western University, London, Ontario
Bachelor of Arts, 2017

- Honours Specialization in International Relations

EMPLOYMENT EXPERIENCE

Communica Public Affairs, Vancouver, British Columbia/Calgary, Alberta

Intelligence Developer, Stakeholder Information Management, August 2019 - Present

- Develop visual analytics and reporting of stakeholder engagement for infrastructure projects
- Manage day to day work for projects and liaise with clients
- Provide training to other members of Stakeholder Information Management team

Junior Analyst, Stakeholder Information Management, July 2017 - August 2019

- Read and analyzed incoming memos, submissions, and reports to determine their significance for project engagement
- Tracked of engagement and consultation with project stakeholders using online databases or MS Excel
- Conducted research, compile data, and prepare reports demonstrating ongoing engagement with stakeholders, including tracking of concerns, mitigations, and other interests important to stakeholders
- Worked on a variety of projects simultaneously including pipelines, renewable energy, and oil and gas infrastructure

University Senate, Western University, London, Ontario

Senator At-Large (Volunteer), June 2016 - May 2017

- Elected representative of Undergraduate Students on the University Senate
- Responsible for discussing, determining, and approving the academic policies of the university
- Interacted with university administrators and faculty to discuss proposals before the University Senate

Social Science Students' Council, Western University, London, Ontario

Chief Returning Officer (Volunteer), Sept 2016 – May 2017

- Ensured council elections and nominations adhere to the rules outlined by the Council Constitution
- Evaluated options to improve the voting systems and structure of Council

Associate Vice President, Academics (Volunteer), Sept 2015 – May 2016

- Organized the 2016 Social Science Academic Conference featuring Jean Chretien as keynote speaker
- Managed a \$20,000 event budget and regularly communicated with elected members of council and university staff

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Vice-President of Finance for the Association of International Relations at Western University from 2014-2017
- Proficient in Microsoft Office Suite (Word, PowerPoint, Excel, etc.)
- Intermediate in data analytics software (Tableau and Power BI)
- Member of Canadian International Council
- Interested in the effects of wealth inequality and its intersection with ecological, social, racial issues and distribution of power within society
- Avid interest in history from all parts of the world. A lover of the outdoors with a great interest in hiking, backpacking, and canoeing. Lifelong hockey player and fan. Also enjoy basketball and recreational slow-pitch baseball with friends. Proud of mixed Swiss Iranian background and its impact on my worldview

Ismail Badrawi

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

HEC Paris, Jouy-en-Josas, France
Master of Science, 2014

- Specialization in Strategic Management

American University in Cairo, Cairo, Egypt
Bachelor of Business Administration, 2013
3rd year completed in UC Berkeley, California, USA

- Specialization in Business Administration
- Concentration in Finance
- Minor in Economics
- Dean's List, Highest Honors, 2013

EMPLOYMENT EXPERIENCE

Government of Ras Al Khaimah - Strategic Affairs Department, Ras Al Khaimah, United Arab Emirates
Senior Consultant, 2017 – 2020

- Oversaw key strategic projects that are of direct interest to the government leadership encompassing coordinating with project teams, developing targeted recommendations and roadmaps, and presenting status updates to senior stakeholders
- Developed strategies and improvement initiatives for large government entities and state-owned enterprises – incl. organizational restructuring, policy & procedure development & improvement, HR strategies, (CAD 5M+) action plan budgeting
- Supported and spearheaded commercial due diligences, market assessments, and the development of Discounted Cash Flow and multiples valuation models for potential governmental investments
- Supported the development of the 2030 Emirate strategy and aided in cascading it down to actionable projects with key performance indicators, deadlines, resource allocations, and budgets
- Coordinated with strategy focus area champions to communicate expectations and troubleshoot issues
- Synthesized and analyzed large sets of financial, economic and commercial data and conducted various statistical analyses

Oliver Wyman, Dubai, United Arab Emirates
Consultant, 2014 – 2017

- Engaged in the in-depth assessment of top spending categories, budgeting processes & decision-making mechanisms for a GCC Government and identified key savings opportunities
- Supported the development and design of a new organization structure and developed +115 detailed mandates and +350 Job Descriptions for the Capital Markets Authority in Saudi Arabia
- Interviewed +10 department directors mapping and documenting their department's processes and identified process re-engineering optimization opportunities for a large GCC Sovereign Wealth Fund
- Developed a Customer Value Management model to segment and strategically target customer base more efficiently for a GCC commercial bank

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- University of Waterloo – Professional Development Courses in Data Science
- London School of Economics - Certificate in Public Policy (Overall Grade: 93.7%)
- Passed CFA Level 1 on first attempt
- Languages: Arabic (Native), English (Fluent), German (Advanced), French (Basic)
- Computer Skills: Advanced Microsoft Office (PowerPoint, Excel, Word), ThinkCell, SQL, Python, Pandas, Seaborn, Matplotlib
- Secretariat, International Conference on Global Economy; taught finance topics to a class of 40 university students
- Member, Model United Nations Security Council and UNESCO; Debated contemporary and relevant political issues
- Hobbies: Scuba Diving, Badminton, Hiking

Laksmiina Balasubramaniam

EDUCATION

Faculty of Law and Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Combined Juris Doctor and Master of Public Policy, 2023

University of Toronto, Toronto, ON

Honors Bachelor of Science with High Distinction, 2018

- Specialization in Psychology
- Dean's Honour List, 2014-2018
- Recipient of Provost's Scholar Award, 2018 and Eric Jackman Scholar in Psychology, 2018, Trinity College, University of Toronto
- Recipient of University of Toronto Excellence Award—Social Sciences & Humanities, 2017
- Recipient of Natural Science and Engineering Research Council (NSERC) Undergraduate Student Research Award, 2016

EMPLOYMENT EXPERIENCE

Amnesty International, Ottawa, Ontario

International Human Rights Program Fellow (University of Toronto Faculty of Law), May-Aug 2020

- Researched and drafted submissions to the United Nations Special Rapporteur on violence against women, its causes and consequences on topics including criminalization of rape in Canada and the increased incidence of domestic violence during the COVID-19 pandemic
- Analyzed data on use of immigration detention in Canada and drafted chapters for a report on immigration detention
- Researched case law and obligations under international human rights law to assist in interventions by Amnesty International

University of Toronto, Department of Psychology, Toronto, Ontario

Lab Manager, Lockwood Lab, Sept 2017– Aug 2019

- Oversaw operation of multiple studies being conducted in the lab, ethics protocols and finances for participant compensation
- Collaborated with graduate students and undergraduate students in designing studies, preparing for presentations, etc.
- Responsible for scheduling research assistants and coordinating appointments for students participating in experiments

Roots of Empathy, Toronto, Ontario

Research Assistant (Volunteer), Sept 2018–May 2019

- Conducted literature reviews on a variety of topics related to social emotional development in children
- Assisted in quantitative and qualitative data analysis for program evaluation

University of Toronto, Department of Psychology, Adult Development Lab, Research Assistant, Summer 2017: designed and conducted studies with older adults leading to publications in psychology journals.

Heart and Stroke Foundation, University of Toronto Chapter, Volunteer Director (Volunteer), Sept 2016-Apr 2017: recruited and organized volunteers for multiple Heart & Stroke foundation fundraising events. Secured donations from businesses to auction in annual fundraiser.

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- South Asian Bar Association Toronto Chapter, Student Marketing Liaison (Volunteer), July 2020-present
- Member of the International Human Rights Program Global Health Working Group, U of T Faculty of Law 2019-2020
- Associate editor for the Critical Analysis of Law Journal, U of T Faculty of Law 2019-2020
- Published in peer reviewed journal and co-author of multiple posters presented at psychology conferences. E.g. Marquet, M., Chasteen, A., Plaks, J.E., & **Balasubramaniam, L.** (2019). Understanding the mechanisms underlying the effects of negative age stereotypes and perceived age discrimination on older adults' well-being. *Aging and Mental Health*.
- Published in undergraduate journals at the University of Toronto. E.g. Shaping healthier futures: Maximizing health benefits of early childhood interventions. *Health Perspectives: Undergraduate Journal of Health Studies*, 7 (2016).
- Enjoys playing badminton and biking

Melanie Barona

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

York University, Toronto, ON
Bachelor of Arts (Honours), 2017

- Specialization in Gender and Women's Studies
- Gained a breadth of historical, political, and theoretical knowledge regarding various socio-economic issues
- Developed excellent writing and communication skills
- Used a wide variety of resources such as physical libraries, archives, online databases, and conducted my own interviews to research, retrieve, and summarize information
- Graduated *Summa Cum Laude*, demonstrating commitment and diligence in an academic environment
- Dean's Honour List, 2012-2017

EMPLOYMENT EXPERIENCE

Topman, Toronto, ON
Sales Associate, 2018- Present

- Worked with team members and managers to achieve daily store sales goals (in a results-focused industry) and consistently achieved personal sales goals
- Maintained status as one of the highest performing associates, as evidenced in annual performance review
- Gained a detailed understanding of how retail businesses operate and strive to achieve their fiscal plans from an hourly to a yearly basis
- Demonstrated high degree of flexibility in every aspect of the associate role (Back of house, floor, fitting room, all cash operations, phones, merchandising, etc) as it expanded with changes to management structure and employee coverage

Hassle Free Clinic, Toronto, ON
Medical Receptionist (Volunteer), 2018–2020

- Received patients at desk and over the phone in a welcoming, inclusive, and non-judgemental manner
- Created, prepared and updated patient files, demonstrating an excellent knowledge of EMR (Electronic Medical Records) software
- Provided light counselling, when possible, for patients with phone-based inquiries
- Scheduled appointments and tests with appropriate doctors and counsellors while ensuring patient confidentiality for specialized medical testing

Canadian Tire, Toronto, ON
Cashier, 2013–2017

- Processed various types of secure transactions and payments in a fast paced environment, demonstrating the ability to take on a high degree of personal accountability
- Filed customer documents and receipts for administrative purposes
- Resolved customer inquiries, issues and complaints efficiently, prioritizing a positive customer service experience
- Returned items back to stock, labelled and organized defective items according to store procedures

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- York University Renewable Entrance Scholarship (2012-2013)
- Monsignor Percy Johnson C.S.S. Award for Academic Excellence (2012)
- Monsignor Percy Johnson C.S.S. Honour Roll Awards (2008-2012)
- Fluent in Spanish and working knowledge of French

Maria Benak

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Queen's University, Kingston, ON
Honours Bachelor of Arts, 2019

- Specialization in Global Development Studies
- Certificate in Law
- Published essay in the *ASUS Journal of Indigenous Studies*

EMPLOYMENT EXPERIENCE

Pandora, Mississauga, ON
Sales Associate, 2019-2020

- Engaged with customers on a personal level to understand the buyer's needs and transition into a sale in a timely manner
- Worked diligently to meet and often exceed individual sales and performance goals

War Child Canada, Toronto, ON
Ring-A-Ding Campaign (Volunteer), 2019

- Reached out to War Child Canada donors via telephone to express gratitude for their donation and respond to any unique questions or concerns they had regarding the campaign

The Mississauga Food Bank, Mississauga, ON
Food Sorting (Volunteer), 2019

- Collaborated with fellow volunteers to accurately sort and package foods that were later distributed to families in need

Queen's Student Experience Office, Kingston, ON
Q Success Mentor (Volunteer), 2018-2019

- Provided support through the mentorship of two first-year students by meeting weekly to discuss both academic and personal challenges they were facing, while strengthening communication and interpersonal skills
- Assisted in the development of action plans, which consisted of study schedules, physical activity goals, and plans to participate in extracurricular clubs to ease their transition into life at Queen's

Queen's Project on International Development, Kingston, ON
Group Leader (Volunteer), 2019

- Led a group of delegates throughout the conference by helping to build relationships amongst the youths in the group
- Utilized critical thinking skills to develop ideas on the topic of the conference, which was, "Gender Roles: Erasing the Label"

Freelance Tutor, 2018, Mississauga, ON

- Met with a student on a weekly basis to learn three subjects using worksheets I crafted, and monitored learning progress
- Tracked an improvement in grades achieved in the subjects that were focused on

Cineplex, 2014–2015, Mississauga, ON

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Certificate of Intercultural Awareness: a series of workshops highlighting skills that are useful in an intercultural environment
- Publication: Benak, M. (2017). Portrayal of Aboriginal Women in Media. *ASUS Journal of Indigenous Studies*, 1(1), 27-34
- Advanced oral and written Greek; beginner French and Spanish
- Proficient in Microsoft Office and Adobe Illustrator
- Passionate about maternal health, which led me to create a Fact Sheet on the Inuulitsivik Health Centre, where I explored the various ways Inuit women are impacted by Canada's Evacuation Policy
- Personal interests: art (oil painting and watercolours), travel (throughout Europe), and reading (autobiographies)

Padraic Berting

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Entrance Scholarship 2020

University of Toronto, Toronto, Ontario
Honours Bachelors of Arts, High Distinction, 2020

- Specialization in Political Science and English Literature
- Dean's List Scholar, 2017, 2018, 2019, 2020.

EMPLOYMENT EXPERIENCE

University of Toronto Students' Union, Toronto, Ontario
Executive Assistant, Communications, June 2019-March 2020

- Managed all communications for the University of Toronto Students' Union, the largest Student Union in Canada.
- Worked directly with the president to strategize effective outreach, draft speeches, manage social media, organize and direct campaign videos.
- As a result of my work in combination with other members of the staff and executive, voter turnout in the Spring 2020 election tripled in size from the previous year.

The Broadview Hotel, Toronto, Ontario
Barback, 2018–2019

- Performed various duties at a high capacity, fine dining hotel lobby bar including but not limited to: making espresso beverages, setting tables, running food, stocking bar, customer service, using POS, etc.

New Hampshire Democratic Party, Manchester, New Hampshire
Campaign Fellow, Summer 2016

- Worked on the coordinated campaign, an organization committed to electing Democratic candidates in New Hampshire at the local, state, and federal level.
- Organized and participated in campaign events.
- Performed data entry in software like NGP VAN and canvassed prospective voters.

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Volunteer experience: Salvation Army: Gateway, Toronto.
- Additional languages: Advanced Latin and beginner French.
- Publications: Poetry published in the *UC Review* Winter 2020, Spring 2020, *Literature and Critical Theory Undergraduate Journal* 2020.
- Undergraduate Club experience: Medieval Studies Undergraduate Society Executive, English Students' Union (ESU).

Laura Billett

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Humber Institute of Technology and Advanced Learning, Toronto, ON

Post Graduate Certificate, 2018

- Certificate in Professional Writing and Communication
- Graduated with Honours
- Recipient of Academic Award of Excellence

University of Regina, Regina, SK

Bachelor of Arts, 2015

- Specialization in English
- Graduated with Distinction
- Junior Fellow, Engineers Without Borders — University of Regina Chapter, 2015
- Arts and Culture Writer, *The Carillon* (University of Regina campus newspaper), 2014-2015

EMPLOYMENT EXPERIENCE

Saskatchewan Government Insurance, Regina, SK

Communications Officer, 2018-2020

- Assisted with planning and implementing internal communication strategies
- Wrote and edited internal communications (e.g. articles, all-staff emails, forms, elevator screens, etc.)
- Managed the intranet by liaising with technical staff and business areas to ensure all content was current
- Scheduled and prioritized internal news stories within a 4-days-a-week publication cycle

Elections Canada/Élections Canada, Regina, SK

Deputy Returning Officer, 2019

- Oversaw efficient and accurate advanced poll voting procedures by instructing and assisting voters, completing paperwork, and ensuring all voting activity was tracked and logged
- Counted ballots on election night and securely transported ballot boxes to the elections office

Canadian Scholars' Press, Toronto, ON

Publisher's Representative, 2018

- Researched prospective clients and interpreted data to best promote material, pursue suitable markets, and identify successes and failures in marketing techniques
- Consulted prospective clients on textbooks and the ordering process
- Grew client base through targeted emails and phone calls, and at book launches and events

Humber Literary Review, Copy Editor (Volunteer), 2018–Present

RCEN (Réseau Canadien de l'Environnement/Canadian Environmental Network), Communications Team (Volunteer), 2017-2019

Engineers Without Borders Canada, Donor Relations Assistant, 2016

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Intermediate oral and written French
- Interests: improving communication between opposing perspectives to find common solutions; the intersection of environmental policy and socioeconomics; sustainable energy; incorporating reconciliation and equity across sectors
- Member: International Association of Business Communicators (2020), Insurance Institute of Canada (2019-2020)
- Enjoy running, reading fiction, baking, hiking and exploring different landscapes

Alyssa Bishop

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

McGill University, Montreal, Quebec

Honours Bachelor of Arts, 2020

- Specialization in Political Science and History
- Conducted an undergraduate thesis titled: *The Gendered Celebrity of the Chevalier d'Eon (2020)*

University of Edinburgh, Edinburgh, Scotland

International Exchange Program, 2019

EMPLOYMENT EXPERIENCE

The Global Sunrise Project, Toronto, Ontario

Research and Marketing Assistant, Summer 2019

- Operated alongside a team on specific research programs
- Organized communications related to fundraising for upcoming projects
- Edited content for an online subscription magazine
- Assisted in numerous other tasks for various projects

Office of Member of Parliament, Richmond Hill, Ontario

Research and Communications Assistant, Summer 2018

- Conducted research on community affairs, most notably on the status of precarious employment
- Assisted the communications department
- Wrote an article for the official website of the Member of Parliament

Monthly Dignity, Montreal, Quebec

Head of Volunteers (volunteer), 2018-2019

- Organized and maintained a substantial number of volunteers for an organization that seeks to provide menstrual products to women in precarious positions
- Created and organized fundraising events
- Raised money for women in precarious positions

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Contributor for the Student Life section of the McGill Tribune
- Advanced French; beginner Hungarian
- Vice-Chair at McGill Model United Nations 2018-2019; organized, planned and implemented a committee for secondary school students and ran a weekend-long conference; aided 20 youth in growing their public speaking skills, confidence and knowledge of the United Nations
- Music enthusiast and an avid reader

Carrington Buchan

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

University of Alberta, Edmonton, Alberta
Bachelor of Education, December 2019

- Literacy & Numeracy Development
- Graduated with Distinction

EMPLOYMENT EXPERIENCE

Banff Elementary School, Banff, Alberta
Student Teacher, October - December 2019

- Communicated and coordinated with students, parents, colleagues, administrators and the greater community of Banff regarding various educational matters.
- Developed and delivered lessons to students in an engaging, meaningful and developmentally appropriate way.
- Monitored student progress by analyzing screening exams, homework and assignments to gather information on student learning.
- Provided feedback to students and parents, sometimes conferring with psychologists, speech therapists and other specialists in the education field.
- Supported students' educational, social and emotional development.

Pursuit, Banff, Alberta

Ticket Agent at Lake Minnewanka, Summer 2019

- Scheduled and confirmed tour dates and times for guests and tour groups.
- Provided administrative support for management.
- Solved problems that arose in an efficient and time-sensitive manner.
- Coordinated with other departments regarding guest experience, safety concerns, inventory management and other day-to-day necessities.

Banff Public Library, Banff, Alberta

Summer Reading Program Coordinator, 2017–2018

- Developed and implemented literacy programs for children while supervising and mentoring an assistant.
- Communicated and collaborated with community members, local businesses, colleagues and families.
- Drafted grant applications for the Banff Public Library, analyzed program statistics and investigated the community impact of literacy programming.

Starbucks, Shift Supervisor, 2013–2015

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Volunteering experience with the MS Society, Ronald McDonald House Charities, Families Living Well Society, and Students for Learning.
- Basic French and beginner stage of Cantonese.
- Proficient in Microsoft Office (Word, Excel, PowerPoint) as well as various cataloguing and scheduling software.
- Experienced in piano theory and fluent piano player.
- Enthusiastic cook and baker.
- Lover of the outdoors, particularly hiking and downhill skiing.

Benjamin Bugar

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Faculty of Law, Western University, London, ON
Juris Doctor, 2017

- Associate Caseworker- Community Legal Services
- First Place- Torys LLP Negotiation Competition
- Executive Committee Member- Business Law Society

Queen's University, Kingston, ON
Honours Bachelor of Arts, 2013

- Specialization in Political Studies; Dean's Honour List 2011-2012, 2012-2013

EMPLOYMENT EXPERIENCE

Blaney McMurtry LLP, Toronto, ON

Associate Lawyer; Articling/Summer Student, May 2016- September 2019

- Lawyer in the insurance litigation group. Completed rotations in the firm's corporate and commercial litigation groups
- Managed over eighty ongoing litigation files, including communication with clients and opposing counsel. Regularly attended court, discoveries, mediations, and appeals. Assisted senior counsel with a five-week police liability trial
- Negotiated and settled over thirty files. Drafted risk assessments, mediation briefs, research memoranda, and court documents
- Supervised paralegals and legal assistants. Mentored and trained articling and summer students

Professor Michael Lynk, Western University, Faculty of Law, London, ON

Research Assistant, May 2015-October 2015

- Contributed to a [report](#) to the Ministry of Labour examining justifications for excluding workers from coverage under the *Ontario Labour Relations Act*. Analyzed Hansard documents, case law, Labour Board decisions, and international statutes

Halifax Refugee Clinic, Halifax, NS

Legal Caseworker, May 2015-August 2015

- Represented clients at the Refugee Board and immigration interviews. Helped clients prepare to testify using mock hearings
- Drafted legal memoranda, research submissions, refugee applications, and appeals to the Refugee Appeal Division

Queen's University Alma Mater Society, Kingston, ON

Judicial Affairs Director, April 2012-April 2013

- Led and directed the Queen's University undergraduate non-academic discipline process, including hiring, budgeting, training, and daily supervision of seven deputies. Implemented sanction guidelines for serious offences and repeat offenders, created an electronic database for cases, and enacted a 60-day timeline for completion of investigations
- Successfully defended student jurisdiction over non-academic discipline by enacting and leveraging strategic changes to our policies, concluding over two years of challenging negotiations with the University

Office of the Honorable Geoff Regan, PC, MP, Halifax, NS

Constituency Assistant, May 2011-August 2011

- Drafted responses to constituents, letters to federal ministers, and briefing notes. Managed federal constituent files

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Research Assistant (volunteer), Queen's University Department of Political Studies, September 2012-December 2012
- Member in good standing of the Law Society of Ontario
- Skiing; yoga and meditation; travel (visited over 30 countries); Canadian and international politics; scuba diving
- Intermediate German; beginner French

Amber Chan

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Collaborative Specialization in Public Health Policy
- Recipient of Entrance Scholarship, 2020

Name of Undergraduate University, City, Province

Bachelor of Arts, 2019

- Specialization in Political Science and Sociology
- Dean's Honour List, 2018-2019

EMPLOYMENT EXPERIENCE

Elections Canada, Calgary, Alberta

Deputy Returning Officer, October 2019

- Communicated With over 200 electors to ensure all electors were given sufficient information to follow
- Communicated results from counting ballots to the Elections Canada office
- Ensured all related paperwork was properly filled out, and signed off on all relevant forms to signify information was correct and accounted for
- Oversaw smooth operation of polling station; ensured poll station was set up with necessary supplies and equipment

University of Calgary, Calgary, Alberta

Research Assistant to Professor Jack Lucas, 2018–2019

- Assisted Professor Lucas in the Cities in Canadian Political Development project
- Conducted in-depth research on newspaper editorials related to municipal elections in Alberta
- Engaged in data entry and database construction of election results for cities in Ontario and Quebec

Academia Sinica for Digital Cultures, Taipei, Taiwan

Research Intern, Summer 2017

- Conducted a variety of research assignments dedicated to developing and advancing Taiwan's digital archives
- Analyzed and evaluated data and research on development of digital technology and digital humanities, and procured relevant policy analysis documentations
- Completed transcription and translations of the department's works from Chinese to English in order to produce context that was more language accessible in the academic field, on an international scale

University of Calgary Career Services, Peer Helper, 2017–2019. Provided one-on-one consultations for resume and cover letter reviews to students via drop-in-hours, and electronic means (e-reviews); created and developed examples of resumes and cover letters in a variety of styles and formats to offer as reference points

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Conversational Mandarin and Cantonese
- Co-founder and president of the East Asian Students' Association: oversaw all club operations and chaired monthly executive member meetings to review club goals and directions
- Logistics Ambassador for the University of Calgary Outrun the Stigma: assisted in fundraising and collection of donations from sponsors, worked alongside team in creation and execution of promotional events
- Rhythmic Studios, Piano Instructor: worked for over four years as a private piano instructor, worked with students to prepare them for piano exams and recitals
- Virtual Support Volunteer for University of Calgary Volunteer Support Program: provided virtual support to University of Calgary students, faculty and staff through connecting them to various support systems including the Distress Center and the Calgary Counselling Center
- Sports and outdoor enthusiast - enjoys hiking, biking, as well as snowboarding
- Certified in Suicide Awareness Training

Evelyn Chong

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Dalhousie University, Halifax, NS

Bachelor of Arts, 2019

- Combined Honours in Gender and Women's Studies and Sociology, Graduated with First Class Honours
- Executive Member, Gender and Women's Studies Society; worked with a group of peers to help establish this society
- Dean's Honour List, 2017-2018

EMPLOYMENT EXPERIENCE

Metro Community Housing Association, Halifax, Nova Scotia

Residential Counsellor, 2019-2020

- Supported persons with mental health challenges in residential settings with the goal of improving safety and quality of life, and promoting psychosocial rehabilitation
- Created client-focused program plans and assisted with activities of daily living, and handling complex crisis situations
- Managed and reviewed policies and protocols, including client support plans, escalation and emergency plans, and reference guides to ensure efficient organization of the home and that all licensing requirements remained up to date

Nova Scotia Community College, Halifax, Nova Scotia

Office of Diversity and Inclusion Practicum (Volunteer), 2019

- Conducted analysis in order to improve and develop policies and implementation plans to foster equity, inclusion, and accessibility on campus, and to remove barriers for those who face pervasive discrimination
- Edited and developed NSCC's *Guidelines for Supporting Transgender and Gender Variant Students and Employees* and began drafting the corresponding implementation plan
- Created a *Guide to Drafting and Reviewing Policies with an Inclusive Lens*, to serve as a guide to ensuring campus policies are written and reviewed with diversity and inclusion in mind

Dalhousie University Residence Council, Halifax, NS

Social Coordinator (Volunteer), 2016-2017

- Created a positive experience for peers in residence, and independently created, organized, and supervised social events and projects for my residence to foster positive relationships and a sense of community
- Served as note-taker during executive team meetings, ensuring that information was recorded accurately and organized in a clear and detailed manner

Etobicoke Taekwondo, Instructor (second degree black belt level), 2014-2016, 2017; Instructed self-defence lessons, assisted with the after-school program, and lead and facilitated yearly summer camps

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Bilingual in English and French, high school certificate of bilingualism
- Co-Founder/Executive Member, Michael Power/St. Joseph CSS Gender-Sexuality Alliance; prepared/held educational meetings, organized fundraisers, poster campaigns and social events, and served as meeting note taker
- Certifications in Understanding and Managing Aggressive Behaviours (2019), Gender and Sexual Diversity in Youth (2019), Person Centered Planning (2019), Challenging Behaviours in Youth (2019), Nonviolent Crisis Intervention Training (2019), Mental Health First Aid (2017)
- Research thesis and presentation, 2019; presented original research on a comparative study of bisexuality and liminality
- Overseas volunteer with Me to We including a two-week long leadership training program (2016), and trips to India (2015) and Ecuador (2014)

Noah Clarke

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of Western Ontario, London, ON
Honours Bachelor of Arts, 2020

- Specialization in Political Science
- Dean's Honour List, 2017, 2019, 2020
- 81% Cumulative Average

EMPLOYMENT EXPERIENCE

Life Spin, London, ON

Policy Analyst (Volunteer), January 2019 to April 2019

- Researched 15 Ontario municipalities' approaches to affordable housing and their policies.
- Analyzed each of the 15 Ontario municipalities policies effectiveness based on community need, results, support for policies, cost and long-term financial sustainability.
- Collaborated with volunteer group to create and develop several recommendations for Life Spin to present to the City Council of London to maximize the use of available funds totaling over \$800 million, that has already been committed to improving access to housing by various levels of government.
- Drafted and presented a report that outlined how to implement an Affordable Housing Bonusing program to increase the social benefits of housing development in London by 25%.

Western New Democrats, London, ON

Co-Founder, Vice-President of Communications and Outreach (Volunteer), 2016–2018

- Participated in executive club decisions such as direction, activities, funding and outreach plans.
- Monitored salient political issues and local grassroots activists through social media and various news sources for outreach opportunities.
- Created a multifaceted outreach program by capitalizing on salient political issues and events, which increased club membership by 33%.
- Communicated relevant information to club members about issues and activities via email and social media.

Western University Students' Council, London, ON

Committee Member (Volunteer), 2016

- Participated in decisions about which of the 180 official Western University clubs would remain official clubs based on the current level of interest in the club and the value added to Western University by the club.
- Participated in decisions about disciplinary actions about violations of Western University's club standards and code of conduct.
- Analyzed assigned clubs' application to become an official Western University club and presented my feedback and recommendation about the application to the committee.
- Participated in decisions about which clubs should receive official Western University club status, which provides financial support.

Bill Gosling Outsourcing, Customer Care Agent (Internship), Summer 2019

Clarke's LC Service, Sole Proprietor, 2016–2018

Bill Gosling Outsourcing, Collections Agent, Summers 2018 and 2020

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Recipient of The Western Scholarship of Excellence, 2016
- Passions include: Sports, Bodybuilding, Business, Politics, Technology, Science

Sarah Cola

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

The University of Western Ontario, London, Ontario

Honours Bachelor of Arts, 2019

- Specialization in Political Science
- Vice President of Events for The University of Western Ontario Transitional Justice Club
- Dean's Honour List, 2018-2019

EMPLOYMENT EXPERIENCE

RDA Inc., Woodbridge, ON

Account Representative, June 2019-Present

- Service clients' daily commercial insurance requests by working closely with Account Managers and Account Executives.
- Receive, process, and distribute Certificates of Insurance, Binders of Insurance, and Endorsements directly from insurance companies and clients.
- Assist in reception relief when necessary by answering and transferring client phone calls, distributing mail, and coordinating walk-in appointments.
- Provide excellent customer service by navigating requests thoroughly and efficiently to achieve a quick turnover rate.
- Proficient in The Agency Manager (TAM) from Applied Systems.

Statistics Canada, Caledon, ON

Census Enumerator, May-July 2016

- Contacted residents by telephone, email and in-person to obtain census data.
- Organized sensitive information gathered by census questionnaires and maintained confidentiality.
- Compiled, recorded and coded information derived from specified forms into a predefined database.
- Completed approximately 10 census forms per shift, and reached roughly 120 dwellings per week.

Centre for Research on Health Equity and Social Inclusion, London, ON

Contributing Author (Volunteer), 2018

- Authored on a chapter of *Listeners* by James Shelley which refined my written and communication skills.
- Conducted modern research on the #MeToo Movement using news outlets and social media platforms.
- Presented research and received feedback from key community members during a Lunch & Learn session at Innovation Works, in London, ON

Elections Canada, Poll Clerk, 2019

The Law Office of Anthony Di Battista Barrister & Solicitor, Legal Assistant (Volunteer), 2018

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Competitive Soccer Player: represented Ontario in the National Championship, 2011 and 2014; Provincial Champions, 2011, 2014; Ontario Youth Soccer League Champions 2014; Intramural Co-Ed League 2016-2018.
- Member of the UWO Political Science Association and Western Pre-Law Society from 2015-2017.
- Volunteered numerous weekends at the Scott Mission in Downtown Toronto.
- Policy Brief on China's Emergence of Soft Power selected by the professor as an example for future students; 2018.
- Major areas of policy interest include infrastructure and social reform.

Charlie Cooper-Simpson

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of Toronto, Toronto, Ontario
PhD, 2017

- Specialization in Philosophy
- Recipient of Ontario Graduate Scholarship, 2014–16

University of Toronto, Toronto, Ontario
Honours Bachelor of Arts, 2011

- Specialization in Philosophy
- Jackman Humanities Institute Undergraduate Fellow, 2009–10

EMPLOYMENT EXPERIENCE

University of Toronto, Toronto, Ontario
Lecturer, 2017–20

- Developed original syllabi and delivered lectures for a variety of introductory and advanced undergraduate courses ranging in size from 10 to 100+ students
- Managed groups of Teaching Assistants in the delivery of courses, developing descriptions of duties and policies regarding evaluation of student work, instructor availability, etc.
- Designed and initiated new research projects tying results of past research into contemporary debates regarding logic and philosophy of mind, with a publication forthcoming in *Inquiry: An Interdisciplinary Journal of Philosophy*

University of Toronto, Toronto, Ontario
Teaching Assistant/PhD Candidate, 2011–17

- Designed and executed 3-year research project in consultation with faculty supervisors
- Delivered short lectures and facilitated group discussion during tutorials for a range of undergraduate courses
- Collaborated with other TAs to develop standards for grading student work

Learning Initiative, Financial Management Assistant, 2010–2017

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Individual Supporter, Toronto Alliance to End Homelessness
- Volunteer Policy Writer and Researcher, Kate Graham Leadership Campaign (2019–20)
- Speaker, McMaster University's Department of Philosophy Speaker Series (November 2019)
- Delivered paper at *Kantian Legacies in German Idealism: A Joint Conference of the North American Kant Society and the Society for German Idealism and Romanticism*, Stanford University (2017)
- Associate Editor of the Trinity College student publication *Salterae* (2009–10)
- Worked as Program Director and later Assistant Director at Camp Nokomis, an Ontario residential summer camp

Alexandria De Sousa

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

University of Waterloo, Waterloo, Ontario
Bachelor of Public Health, 2020

- Option in Aging Studies
- Board of Director, Waterloo Undergraduate Student Association
- Dean's Honour List, 2016-2020

EMPLOYMENT EXPERIENCE

Global Manager Research, Oakville, Ontario
Research Analyst, Summer 2020

- Led a research study examining the investment governance practices of over 200 insurance companies, foundations and universities
- Conducted interviews with CEOs, CFOs and Directors of insurance companies, foundations and universities
- Transcribed, analyzed and devised weekly progress presentations
- Presented findings to 45 members of the Canadian Association of Mutual Insurance Companies
- Authored a white paper regarding the passive investment governance practices of organizations throughout Canada
- Developed a governance package to guide Board of Directors in analyzing investment reporting with insight from the Office of the Superintendent of Financial Institutions (OSFI) and The Insurance Act

Workplace Safety and Insurance Board, Hamilton, Ontario
Customer Service Representative, 2018–2019

- Liaison between clients and case managers regarding workplace injury claims
- Addressed inquiries relating to payment status, benefits and policy using knowledge of the organization and the Workplace Safety and Insurance Act
- Followed detailed protocols to effectively communicate claims decisions and direct clients to the appropriate resources
- Effectively managed irate customers using escalation protocol

YMCA of Oakville, Oakville, Ontario
Site Director, 2017–2018

- Supervision of the largest YMCA of Oakville day camp site, with a staff of 20 counselors and over 250 participants
- Ensured frequent, ongoing and consistent communication with parents regarding administrative issues, medical concerns and safety protocol
- Organization of participant information, counselor schedules, budgets, overall safety and security in accordance with the YMCA of Oakville day camp policies

University of Waterloo, Residence Life Don, 2018–2019

- Supervision of over 60 first year students, building inclusive programming and ensuring compliance with residence policies.

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- University of Waterloo Senator, Applied Health Science Representative
- Honors Thesis – Research on Undergraduate Student Experiences of Work Life Balance
- University Committee on Student Appeals, Committee member
- Ontario Undergraduate Student Alliance, Participant
- Sailing enthusiast – Enjoy racing and leisurely sailing on Lake Ontario, have participated in many races across Ontario.

Olivia Dobrin

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

University of Miami, Miami, Florida
International Studies, May 2020

- Executive Member, Homecoming Executive Committee; Created theme, planned, and executed logistics and events of Homecoming Week
- Dean's Honour List, 2016-2020
- President's List: 2018-2020

EMPLOYMENT EXPERIENCE

U.S. Department of State, Washington, DC
Intern, Summer 2019

- Drafted remarks for Office of International Visitors leadership for local audiences on bureau-wide foreign policy and public diplomacy initiatives and created multi-media content to highlight impact of IVLP
- Represented Office of International Visitors at meetings with key foreign leaders and promoted cultural exchange and international understandings
- Drafted and reviewed official Department of State correspondence to demonstrate multiplier effect of exchange programs
- Participated in planning of a strategic communications campaign to celebrate 80th anniversary of IVLP
- Created opportunities and organized activities for other Department of State sponsored interns and staff members from nonprofit organizations to build capacity
- Researched foreign policy related topics and drafted correspondence and memorandums

Brown Law Firm, Dallas, Texas
Intern, 2017–2018

- Aided in-house attorneys with meetings, case work, and client service requests to ensure an efficient operation
- Audited and verified annual company financial records to ensure quality and correctness
- Implemented a new digital system to streamline categorization of legal documents for firm
- Produced real estate contracts and addressed liabilities to ensure adequate legal protection for developers and drafted and sent memos to clients to inform them of recent discovery on their respective cases

International Studies Department, Miami, Florida
Research Assistant, 2018–2019

- Analyzed conflict patterns related to organized crime in Americas through collaboration with professors and fellow students
- Integrated, improved and organized information available to other researchers and evaluated information gathered by other members of research team, including fact checking, citation checking, and grammar checking

Toppel Career Center, Peer Advisor, 2019–2020

Camner Center, Tutor, 2019–2020

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Founder and President of nonprofit organization, From a Friend, created to helping provide school supplies and other necessities to home insecure students at local high school in Lubbock, Texas.
- Philanthropy Chair for Delta Phi Epsilon, breaking national records and becoming highest donating chapter in United States
- Travel enthusiast, studied abroad in Paris, France in 2019 for 6 months and have been fortunate enough to travel all across the world with family and friends

Sabina Ficociello

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

University of Western Ontario, London, Ontario
Honours Bachelor of Arts, 2020

- Specialization in Sociology
- Dean's Honour List, 2017 – 2020
- Joan Francolini Leadership Opportunity Recipient, 2019

EMPLOYMENT EXPERIENCE

RBC Royal Bank of Canada, London, Ontario
Student Co-op, Summer 2019

- Developed comprehensive leadership and project management skills through three major deliverables:
 - Reinforced employee solidarity and cohesiveness through a celebratory project for RBC's 150th anniversary.
 - Analyzed RBC's report on Canada's changing economy and youth, *Human's Wanted*, and reported findings to employees across the London-Lambton region to boost internal awareness and increase involvement within the Future Launch initiative.
 - Generated a proposal, which is currently in the final stages of implementation, for a skills-acquisition event for high-achieving female students in London that Brescia University College and RBC will co-host.
- Networked extensively throughout the London-Lambton region while working closely with the regional vice-president.

Boathouse Stores, London and Windsor, Ontario
Sales Associate, 2017–2019

- Processed transactions, ensured customer satisfaction throughout their experience, consistently surpassed sales expectations, established and maintained strong, positive relationships and rapport with clientele.

London Urban Services Organization, London, Ontario
Student Volunteer, 2019 – 2020

- Assisted in the stigma- and barrier-free acquisition of resources through the facilitation of a satellite foodbank, as well as met client needs through distribution of private donations.
- Established close relationships with our clients to ensure a safe, comfortable environment for those in need.
- Monthly events to assist newcomers to Canada and refugees with English literacy and settling into Canadian culture.
- Organized and fundraised 100 percent of donations for the local International Women's Day 2020 event.

Multiple Sclerosis Club, Operations Executive, 2019–2020.

- Worked closely with those suffering from the autoimmune disease using best known practices to meet their needs;
- Organized fundraising and community events to support those diagnosed with MS in the greater London area.

Canadian Federal Election, Registration Officer, 2015.

- Organized the polling location, ensured that qualified voters were permitted to vote processed voters, provided instructions and assistance to voters, and maintained order in the polling place on Election Day.

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Beginner French
- Speaker at RBC's South Western Ontario NextGen conference
- Avid alpine skier and golfer
- Advanced qualitative and quantitative research skills
- Proficient in SPSS
- Accessibility for Ontarians with Disabilities Act certified

Michelle Fong

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

University of Waterloo, Waterloo, ON
Bachelor of Arts with distinction, 2020

- Honours English and Business – Co-operative Program
- Global Experience Certificate and Chinese Language Certificate
- Dean's Honours List, 2016-2020

EMPLOYMENT EXPERIENCE

Ministry of Colleges and Universities, Toronto, ON
Policy Analyst, Winter and Summer 2019

- Analyzed reporting data from 46 institutions and identified critical trends for recommendations on the Mental Health and Addictions Strategy, resulting in the Minister's approval of \$1M towards mental health services for postsecondary students
- Conducted in-depth research for policy matters across the Postsecondary Accountability Branch such as international education, funding for students with disabilities, legislation and regulations, teachers' education, and program requirements
- Engaged in the policy process through preparing briefing and decision notes for the Assistant Deputy and Deputy Minister, proposing considerations to multi-faceted administration issues, and maintaining flexibility to meet project timelines
- Collaborated with branch teams and managers, receiving positive feedback and accepting offer to return for summer position

International Justice Mission University of Waterloo Chapter, Waterloo, ON
President (Volunteer) & Internal Relations Officer (Volunteer), Winter and Fall 2018

- As President, selected and trained four executives, facilitated weekly meetings, and conferred with IJM Canada coordinator
- Managed resources and planning of three campus events including a documentary screening and a Christmas booth fundraiser, educating over 200 students on modern-day slavery and raising over \$400 for IJM's work against human trafficking
- As Internal Relations, managed club communications with other organizations and the UWaterloo student government

Home Trust Company, Toronto, ON
IT Service Manager, Winter 2017

- Ensured smooth transition to new software through interviewing department engineers, creating a user guide, and conducting a departmental training for 40 employees and two managers, contributing to a successful launch of the application
- Fulfilled over 200 IT service requests, exemplifying strong evaluation, problem solving, and client communication skills
- Analyzed and identified trends in IT service data, and presented recommendations to Vice President Infrastructure
- Demonstrated initiative by self-training in ITIL practices, asking follow-up questions, and seeking new work assignments

Impact Law LLP, Vaughan, ON
Legal Administrative Intern, Summer 2016

- Drafted over 120 automobile insurance claims documents for clients, exercising high attention to detail and efficiency
- Demonstrated ability to thrive in a professional environment through collaborating with lawyers, paralegals, and support staff
- Updated the firm's filing system through reviewing and organizing digital and paper files for a clean, accessible structure

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Branch Ambassador, Federated Health Charities Campaign, led OPS-wide initiatives and sold-out Krispy Kreme fundraiser, 2019
- Teaching Assistant, Markville Secondary School, taught class sessions in Economics, English, and History, 2018
- Writer and Production Staff, Imprint, contributed to weekly campus publications, 2018
- Elected Vice-President Academic and First Year Representative, Faculty of Arts Student Union, 2015-2017
- Languages: conversational Cantonese, basic Mandarin and French
- Sports Enthusiast: ultimate frisbee (intramurals team captain), cycling (Ride for Refugees 25K), softball (CCSA 2015 champions)
- Other Interests: culinary exploration, watercolour and acrylic painting, plant cultivation, acoustic guitar

Matthew Frola

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of Toronto, Toronto, ON
Honours Bachelor of Arts with Distinction, 2020

- Majored in Political Science and History
- Dean's list, 2019-2020
- Elected Vice President of my residence floor, planned and carried out activities, 2017-2018
- Voting Member of the University of Toronto Varsity Board, Men's Lacrosse Representative, 2019-2020

EMPLOYMENT EXPERIENCE

IMPAKTER, Toronto, ON
Strategy and Marketing Intern, Summer 2019

- Researched and contacted potential authors on Twitter to write articles for a magazine focused on sustainability for the 2019 Canadian Federal Election
- Edited and published three articles from three Green Party Candidates in Ontario and Quebec
- One article received nearly 100 likes and 30 comments on a Canadian Political Facebook group

NVPools, Chantilly, VA, USA
Lifeguard, Summer 2018

- Worked as a full-time lifeguard
- Learned how to work as a team member and communicate

Continuum Marketing Group LLC, Fairfax, VA, USA
Online Researcher, Summer 2017

- Researched search engine results for certain words and phrases that would place a link at the top of a page

Karrie Delaney for Delegate, Campaign Intern, Summer 2017. Knocked on nearly 400 doors in one summer for the campaign
Democratic Party of Virginia, Campaign Intern, Summer 2016. Caused a 5% higher turnout at the polls thanks to my efforts alone

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Intermediate written and spoken French
- Member of the Varsity men's lacrosse team 2017-2019.
- Member of the University of Toronto Model United Nations Society and attended three conferences from 2017-2019
- Captained an Intramural Hockey Team in 2018
- Attended a Cybersecurity course in 4th year of my undergraduate degree which led me to take coding and hacking courses in the summer of 2020

Camilo Sanchez Galindo (Cam Galindo)

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

McMaster University, Hamilton, ON

Honours Bachelor of Arts, 2017

- Specialization in Political Science, Minor in Economics
- Served on various student organizations, including Chair of First Year Council for the McMaster Students Union
- Recipient of CIBC Youthvision Scholarship, Heritage Green Community Trust Scholarship and Jennifer Headley Scholarship

Mohawk College, Hamilton, ON

Integrated Business Studies Certificate, 2017

- Completed in tandem with undergraduate degree through the McMaster/Mohawk Affiliated Certificate Program

EMPLOYMENT EXPERIENCE

Hamilton-Wentworth District School Board, Hamilton, ON

Trustee for Wards 9 and 10, 2018-Present

- As an elected member of the school board, help balance a \$726.7 million annual budget, while supporting 49,748 students, 7,096 staff members, and serving as Chair of Policy Committee
- Appointed to sit on multiple mandated and special committees along with community advisory and liaison agencies;
 - Mandated Committees: Standing Committee (2018-Present), Suspensions Appeals and Expulsions Hearings Committee (2018-Present), Student Trustee Mentor (2019-Present), and Supervised Alternative Learning (2018-2019)
 - Trustee Special Committees: Policy Committee (2018-Present), Finance and Facilities (2019-Present), Governance Committee (2018-2019), and Program Committee (2018-2019)
 - Community Advisory Committees: French as a Second Language (2018-2019) and Human Rights & Equity (2018-2019)
 - Liaison Agencies: City of Hamilton/HWDSB Liaison Committee (2018-Present), Ontario Public School Boards' Association alternate (2018-Present), and Hamilton-Wentworth Home and School Association (2019-Present)

Ample Labs, Toronto, ON

Community Lead, 2020

- Oversaw the successful rollout of Chalmers in the City of Hamilton; an artificial intelligence-powered web-app that makes it easier to find social services such as free meals, shelter, and clothing for people experiencing poverty and homelessness
- Responsible for public engagement, media relations, contacting stakeholders, and hosting online training webinars

Canada Revenue Agency, Hamilton, ON

Taxpayer Services Agent, 2019–2020

- Earned extensive knowledge on various social programs and applications administered by the CRA to assist taxpayers with inquiries relating to income tax returns, adjustment requests, registered plans, accounting Inquiries, Disability Tax Credit Certificate, bankruptcy, medical expenses, and self-employment inquiries while using a variety of internal and external sources

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Resident Junior Fellow at Massey College
- Fluent in Spanish and conversational French
- Member of Campaign Cabinet and Chair of GenNext Committee at United Way of Halton & Hamilton (2019-Present)
- Helped design a \$5 million youth opportunities fund and advised on a \$295 million youth jobs strategy while serving on the Premier's Council on Youth Opportunities (2013-2016)
- Volunteered as a National Olympic Committee Assistant at the PyeongChang 2018 Winter Olympics, the Rio 2016 Summer Olympics where I carried the Iranian Flag during the Closing Ceremony, and the Toronto 2015 Pan Am Games
- Recipient of Jackman Scholar Bursary (2020), the Ontario Volunteer Service Award (2018), Canada 150 Nation Builder Award (2017), United Way Impact Speaker Award (2019)
- Passionate traveller, hiker, public speaker, freelance contributor, and community organizer

Justin Gander

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

York University, North York, ON
Honours Bachelor of Arts, 2020

- Specialization in Psychology
- Formulated an undergraduate thesis on early childhood trauma and criminality
- Dean's Honour List, 2018-2020
- Recipient of Student Scholarship for Outstanding Academic Achievement, 2018-2019

EMPLOYMENT EXPERIENCE

Paragon Security, Mississauga, ON
Mobile Patrol Supervisor, 2017 - Present

- Conducted vehicle patrols of commercial sites across the Greater Toronto Area
- Inspected buildings for safety concerns and documented findings
- Interacted with the public, including vulnerable individuals, to ensure their safety
- Conducted leadership duties, which includes transporting guards to sites, quality assurance inspections, crisis response, and coaching

UCIT Online Security (acquired by Stealth Monitoring in 2018), Mississauga, ON
Video Monitoring Operator, 2013–2016

- Monitored and surveyed high priority sites containing valuable construction materials
- Liaised with emergency response services and police departments when criminal activity was detected and followed-up with clients to report issues
- Serviced the remote concierge desk for multiple apartment buildings and responded to residents' security needs
- Acted as Team Leader and fulfilled the role of acting supervisor when required by supervising or co-supervising a team of up to 30 operators

Kids Help Phone, Toronto, ON
Remote Crisis Responder (Volunteer), 2019 – Present

- Provided support to youth during crisis situations
- Conducted risk assessments and made referrals for ongoing help
- Received 40 hours of training in crisis response techniques

Canadian National Health Retailer, Summer Helper, 2010-2013

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Invited to speak at Thistleton Collegiate Institute in order to educate secondary students on the history and impact of the residential school system in Canada as part of a cumulative course project
- Volunteered at the Mississauga Heritage Foundation by helping staff set up for seasonal symposiums
- Certified in First Aid and CPR (Class C)
- Proficient in the use of database management software such as Word, Excel, PowerPoint, and SPSS
- Areas of interest include national security policy, criminal justice, mental health supports, and indigenous rights
- Passionate about playing guitar, studying history, fitness, photography, and competitive sports

Riley Garno

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

Western University, London, ON
Bachelor of Arts, 2019

- Honours Specialization in Political Science
- Leadership and Democracy Lab (Volunteer) Policy Analyst
- Dean's Honour List, 2016-2019

Bachelor of Health Sciences, 2019

- Honours Specialization in Health Promotion
- Faculty of Health Sciences Elected President, Senator
- Dean's Honour List, 2016-2019

EMPLOYMENT EXPERIENCE

Office of Research and Innovation Services, University of Windsor, Windsor, ON
Research Assistant, April 2020 - Present

- Authored and implemented policies and procedures to foster equity, diversity and inclusion (EDI) in research including the Canada Research Chairs EDI Action Plan, the EDI in Research Policy, and the Dimensions EDI Charter
- Critically assessed policies and procedures to discover and remove barriers to diversity and inclusion within research
- Developed educational materials and collaborated with faculty to incorporate EDI policies and practices within research design, team composition, training regimens, and Tri-Agency grant applications
- Supported the development of policies and procedures for the Indigenization of Research and Research Data Management

Centre for Family Medicine and Public Health, Western University, London, ON
Research Assistant, 2016–2018

- Supported multiple studies in the public health and public health policy disciplines including the writing and revision of multiple peer-reviewed journal articles
- Conducted a scoping review of literature to inform future research into policies related to the palliative care treatment of patients diagnosed with Chronic Obstructive Pulmonary Disease (COPD)
- Successfully applied for ethics approval of a multi-stage project investigating the efficacy of palliative care policies in hospital

Faculty of Health Sciences Students' Council, Western University, London, ON
Elected President, Senator, 2016–2019

- Represented Faculty of Health Sciences students in university-wide decisions and advocated to university administration and the province of Ontario for policies and strategies to address issues facing students
- Successfully advocated for a Fall Mental Health Reading Week, a missed-work relief policy, a Campus Mental Health Strategy, and reforms to the Ontario Student Assistance Program (OSAP)
- Oversaw the Executive Council and the disbursement of the annual budget and Student Opportunity Fund

Leadership and Democracy Lab, Policy Analyst, 2017–2018, Assesed political risks of corporations operating in foreign markets

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Recipient of the Centennial College Certificate for Leadership and Inclusion (2020)
- Invited to present findings of research paper, *Gaps in Palliative Care for Patients Living with COPD and Non-cancerous Illness* at Health Sciences Undergraduate Research Conference (2017)
- Invited to present shade policy analysis to the City of London Trees and Forestry Advisory Committee (2017)
- Working within a team setting, engaged in health knowledge translation; distilling information about COVID-19 into social media posts to spread concise, credible, and Canadian knowledge to the general public
- Passionate about building community capacity through volunteerism, research, and advocacy
- Language enthusiast; currently studying French language and American Sign Language (ASL)
- Classically trained artist; proficient in acrylic, oil, and water colour paints and chalk pastels

Sabrina Gilmour

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

York University, Glendon Campus, Toronto, Ontario

Specialized Honours Bachelor of Arts, 2020

- Specialization in Political Science
- Graduated with First Class Standing
- VP Marketing, Political Science Students' Association, 2019-2020
- Dean's Honour List, 2017-2020
- Recipient of Jaswant Singh Randhawa Political Science Award, 2019

EMPLOYMENT EXPERIENCE

Oxford Learning, Markham, Ontario

Instructor, September 2019 – Present

- Review content, explain how to solve problems and check completed work at a 3:1 ratio with students with varying needs, abilities and grade levels from kindergarten to grade 12
- Teach students how to compile research, how to critically analyze readings and formulate ideas into essays as well as how to express themselves through creative writing
- Coach students and work with them on building transferable skills from the classroom to the world
- Co-facilitated and taught a 10-week virtual literacy workshop course with over 10 students from grades 1-6

Pro Tem, Glendon Campus, Toronto, Ontario

Section Editor, September 2019 – April 2020

- Sorted through and reviewed submissions to decide what should be published in the Health and Wellness section
- Verified facts, ensured the readability and understanding of the content for readers while checking for grammatical, spelling and punctuation errors
- Developed content ideas, identified newsworthy stories that resonated with students and consistently met weekly deadlines

Travel Mart, Toronto, Ontario

Administrative Assistant, May 2017 – May 2019

- Created invoices and demonstrated monthly sales on Microsoft Excel
- Composed and posted online promotional material on company's social media accounts

Crestwood Valley Day Camp, Toronto, Ontario

Camp Counsellor, Summer 2019

- Coordinated and supervised recreational activities for children while ensuring their safety, development and skill achievement

The Children's Place, Sales Associate, November – December 2016 and 2018

Dan Harris Re-Election Campaign, Volunteer, May 2015

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Recipient of Toronto East Rotary Club Scholarship, 2016
- Member, Beaches East-York Constituency Youth Council, 2016 – Present
- Poster Presenter, York University Undergraduate Research Fair, 2020; Presented my research on the Canadian government's response to migrants with disabilities
- Proficient in Microsoft Office, Excel and PowerPoint
- Areas of academic interest include poverty, inequality, education and social policy
- Passionate about teaching, working with students to help them reach their full potential and youth advocacy

Lauren Grosberg

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

McGill University, Montreal, QC
Honours Bachelor of Arts, 2010

- Majored in International Development Studies, minored in Field Studies
- Participated in the Canadian Field Studies in East Africa (study abroad) program (in Kenya, Uganda and Tanzania)
- Final year GPA 3.86
- Graduated with First-Class Honours in the Faculty of Arts & Science

EMPLOYMENT EXPERIENCE

Public, Toronto, ON

Senior Integrated Project Manager, 2019 - 2020

- Navigated and supported internal team and external partners through the seamless execution of projects and programs, ensuring they were delivered on scope, budget, and schedule; developed and managed briefs, budgets, and timelines; and, automated tasks and orchestrated operational processes to meet measurable, defined goals aligned with business priorities
- Managed the development of awareness, advocacy and fundraising campaigns and CSR platforms for global and national organizations such as 4-H National Council, Johnson & Johnson, LCBO, Meals on Wheels America, Maple Leaf Foods/Centre for Action on Food Security, Nestlé Canada, Plan International Canada, UNIQLO US, Tiffany & Co. and the World Bank Group

Grassriots, Toronto, ON

Account Manager, 2017 - 2019

- Acted as the primary contact for over 10 small, medium and large client accounts – including the ALS Society of Canada, Cystic Fibrosis Canada and Partners in Health Canada – which involved managing three of the agency's four year-end fundraising campaigns in 2018, with cumulative donations in excess of \$500K
- Managed global advocacy campaign with the Campaign for Tobacco-Free Kids, that – through the in-house development of crowdsourcing technology – empowered citizens across the world to document tobacco marketing targeting minors, to spur governments to ban all tobacco marketing, with an investigation by *The Guardian*
- Managed strategic research project that successfully influenced Instagram to implement an advisory notice educating its users about how posting and sharing pictures with wild animals may be supporting animal cruelty, in partnership with World Animal Protection Canada, and with an investigation and media coverage by *National Geographic*

WE Charity, Toronto, ON

Manager of Executive Projects, 2016 - 2017

- Worked alongside the co-founders, executive directors and senior leadership to advance the vision, mission and strategic priorities of the organization, by planning and executing on special projects related to WE Day
- Prepared the 2017-2018 WE Day Annual Plan on behalf of WE Day's Executive Director, inclusive of objectives, strategies and operational tactics, with ancillary measurements and budgets
- Assisted planning WE Day's first outdoor festival, held in celebration of Canada's sesquicentennial, and featuring Canadian thought-leaders, performers and artists – including Prime Minister Justin Trudeau; influencer, comedian and talk show host Lilly Singh; and, the late singer-songwriter and activist Gord Downie, among others – all with the aim of empowering youth

P3 Health, Office & Client Care Coordinator, 2014 - 2016

Toronto Life, Project Coordinator, City Series, 2014

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Pathways to Education mentor, 2013-2016
- Advanced oral and written French; conversational Spanish; and, beginner Italian
- Avid traveler (have visited over 50 countries, and have lived abroad in Australia and Italy)
- Ashtanga yoga practitioner

Eric Gu

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Schulich School of Business, York University, Toronto, ON

Master of Business Analytics, 2020

Kelley School of Business, Indiana University, Bloomington, IN

Bachelor of Science in Business, 2019

- Double Major in Economic Consulting and Business Analytics, Minor in Public and Environmental Affairs
- Dean's Honour List, 2015–2017

EMPLOYMENT EXPERIENCE

Exigent Group Limited, Toronto, ON

Analytics Consultant, September 2019 – April 2020

- Constructed an interactive Power BI-based dashboard as a proof-of-concept to predict market value, rental value and other performance indicators of commercial real estate properties across major U.S. Metropolitan Statistical Areas
- Designed appropriate methodologies, including specifications on data identification, data engineering, model building and dashboard creation, to fulfill desired product features
- Cooperated with client team by delivering business presentations and preparing technical demonstrations periodically to seamlessly connect business problem and technical implementation

Impact Hub, Johannesburg, Gauteng, South Africa

Social Impact Consultant, May 2018 – July 2018

- Developed 4 process maps, addressing general management and 3 service lines, to standardize membership, event and program operations, and to benchmark for future expansion in the Greater Africa region
- Designed a 12-month implementation timeline of CRM system Nexodus, and proposed 20 process manual guides to streamline and improve customer engagement operations

Indiana University Office of Sustainability, Bloomington, IN

2020 Transitions Lab Sustainability Scholar, October 2015 – April 2016

- Designed and conducted a research on 10th Street Transportation Safety and Mobility to assess university's progress towards its 2020 sustainable development goal
- Collected quantitative pedestrian behavioural data, surveyed 88 students and faculty members, and analyzed official city traffic reports to identify pain points and to recommend policy changes and road design modifications
- Presented findings to 200 attendees at city-wide Sustainability Internship Symposium

Indiana University Office of International Admissions, Student Director of External Affairs, 2017–2019

Indiana University Student Government, Co-Chief of Diversity and Inclusion, 2016–2017; Congressional Representative, 2017–2018

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Studied abroad at University of Augsburg (Germany) and University of Bergamo (Italy) to examine the impact of private- and public-sector interaction on the regional economic outcomes, and analyzed the Flint Water Crisis using a policy framework
- Technical skills: Tableau, Power BI, Microsoft Excel (VBA, Vlookup, PivotTables), SAS, R, SQL, NodeXL, IBM SPSS Modeler, Stata
- Language skills: bilingual in English and Mandarin Chinese, intermediate German
- Policy interests: economic development, privacy and surveillance, artificial intelligence, immigration, international affairs
- Hobbies: Scuba diving (PADI Open Water Certification), piano (18 years of experience, with absolute pitch), hiking, fishing

Chloe Hinds

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

York University, Toronto, ON
Honours Bachelor of Arts, 2020

- Specialization in Sexuality Studies
- Graduated with Highest Distinction
- Dean's Honors List, 2017-2020
- Designed and undertook an independent study course under the supervision of Dr. Tuulia Law, "Critical Perspectives on Sex Work"

EMPLOYMENT EXPERIENCE

Maggie's: Toronto Sex Worker's Action Project, Toronto, ON
Community Resource & Education Committee Member (Volunteer), May 2020 - Present

- Researching municipal licensing policies for sex work industries in Toronto and the GTA to develop accessible educational resources that will help sex workers safely navigate bylaws

Glendon Women and Trans Centre, Toronto, ON
Head Coordinator (Volunteer), 2019–2020

- Overhauled the emergency shelter policy and transferred intake responsibility to permanent student services staff with the necessary training to ensure student safety
- Established emergency contraception as one of the resources offered at the centre upon listening to student concerns about privacy, cost, and the inaccessibility of pharmacies in the area
- Collaborated with other campus organizations to design a monthly event that promoted the centre's services and developed community connections

Centre Assistant (Volunteer), 2018-2019

- Assisted students in accessing resources, and provided education on sexual health, consent, contraception, and LGBTQ+ issues to improve student safety and wellness

Navigator Wealth Management, Calgary, Alberta
Administrative Assistant, 2015–2016

- Demonstrated attention to detail in the creation of a new online database that involved scanning, uploading, and organizing over 1500 client files and business invoices
- Maintained and updated client files to ensure all information was accurate
- Greeted clients and answered phones in a kind and professional manner to create a welcoming environment

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Beginner French
- Recipient of the York University Faculty Association Scholarship in 2019 for the highest GPA in the faculty of Liberal Arts and Professional Studies
- Reinstated the Undergraduate Sexuality Studies Association as president in 2017 and successfully recruited new members
- Sat on the Sexuality Studies School Council as an undergraduate representative from 2016-2020. I advised the program director in the development of targeted career resources for students and participated in committees hiring a new program coordinator as well as teaching faculty.
- Interested in sex worker's rights, environmental sustainability, crafting, and podcasts.

Sabrina C. Hyde

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

Recipient of Entrance Scholarship, 2020

University of Toronto, Toronto, ON

Master of Science, 2020

- Department of Molecular Genetics, Cowen Lab
- Co-Planner of the Molecular Genetics 50th Anniversary Symposium, October 2018-May 2019

University of Toronto, Toronto, ON

Honours Bachelor of Science with High Distinction, 2017

- Majoring in Immunology and Cell & Molecular Biology, final year GPA 3.94/4.0
- Peer Mentor, First Year Learning Communities, September 2015-April 2016
- Dean's Honour List, 2015-2017

EMPLOYMENT EXPERIENCE

The Hospital for Sick Children Learning Institute, Toronto, ON

Camp Counsellor, January 2020-Present

- Developed camp policies and procedures for the new HealthCare Junior Camp Program
- Created resources for a staff and volunteer training program
- Planned curriculum for HealthCare Junior, and further developed enrichment programs for the Learning Institute

The Hospital for Sick Children, Toronto, ON

Child Life Team Lead (Volunteer) Haematology and Oncology, April 2014–Present

- Consulted Volunteer Resources on changes to the Child Life Volunteer program and policies, resulting in changes to the structure of the program
- Trained groups of 2 to 8 new volunteers 6 times per year, provided one-on-one training for new volunteers, and evaluated their performance
- Facilitated activities for patients on a weekly basis and provided relief for parents

Hospital for Sick Children, Toronto, ON

Comfort Promise Auditor (Volunteer), May 2019–Present

- Audited nursing and phlebotomy staff on 5 units of the hospital for policy compliance regarding needle-poke procedures on a weekly basis
- Collected data through patient family interviews and recorded data for further analysis

Action Potential Lab, Science Educator, August 2019-Present

Royal Ontario Museum, Gallery and Camp Assistant, 2012-2018

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Published primary research articles in the journals Cell Chemical Biology and PLoS Genetics
- Completed courses in Foundations of Project Management, July 2020 and SafeTalk: Suicide Prevention, 2016
- Recipient of a U of T Entrance Scholarship and a St. Michael's College In-Course Scholarship for academic achievement
- Has spoken at science outreach events geared towards public engagement with science and research
- Passionate about science and health policy
- Interests include: travelling, cooking, and musical theatre

Nancy Ji

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, Ontario
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of Toronto, Toronto, Ontario
Honours Bachelor of Arts, 2019

- Specialization in International Relations and History
- Graduated with Distinction
- Women's Volleyball, Development League

Paris Institute of Political Studies (Sciences Po), Paris, France
Exchange Program, 2018

- Certificate of Studies in Social Sciences and Humanities
- Sciences Po Female Empowerment and Leadership Conference 2018 Panelist

EMPLOYMENT EXPERIENCE

Nordstrom Canada, Toronto, Ontario
Assistant Department Manager, 2019- 2020

- Drove and maximized sales performance to consistently achieve overall sales budget objectives through product knowledge proficiency and suggestive selling
- Demonstrated servant leadership through developing a diverse team and fostering open dialogue and collaboration to establish common objectives
- Analyzed monthly department and store performances using business trends to ensure increase in market share
- Provided exemplary customer service by asking the right questions to customize experience to each client

Constituency Office of the Honourable Chrystia Freeland, House of Commons, Toronto, Ontario
Constituency Assistant (Volunteer), 2019-2020

- Served the constituents of University-Rosedale by explaining policies, incorporating proposals, reconciling opposing views, and planning community events
- Developed knowledge of provincial and federal policy through constituent casework correspondence
- Liaised with various community organizations and federal government departments for appearances and events

Canadian Centre for the Responsibility to Protect, Toronto, Ontario
Research and Policy Intern, 2018-2019

- Conducted research on the normative, legal, and policy dimensions of the R2P principle to provide timely advice to governmental and intergovernmental agencies for strategically implementing R2P in the policy-making process
- Formulated knowledgeable information guides for secondary school students to educate and increase awareness on the R2P principle

Shelter Movers Vancouver, Grant Writer, 2020

University of Toronto G20 Research Group, Compliance Analyst, 2017–2018

University of Toronto Model United Nations, Logistics Officer, 2017-2018

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Advanced oral and written French; conversational Mandarin
- Academic publications: "China and Korea" in *University of Toronto 2017 G20 Hamburg Summit Final Compliance Report*, "A Middle Power in the Korean War" in *University of Toronto Journal of International Affairs*
- Member, Canadian International Council
- Food adventurer, NBA enthusiast, avid window shopper

Sawyer Junger

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship.

University of British Columbia, Vancouver, BC
Bachelor of Arts, 2019

- Major in Political Science, Minor in Anthropology.
- Appointed editor for the *UBC Journal of International Affairs* (October 2017- April 2018).
- Participated in an exchange semester with the University of Amsterdam (September - December 2017).

EMPLOYMENT EXPERIENCE

UBC Sauder School of Business, Vancouver, BC
Research Assistant, February 2019 – August 2020

- Assisted with a research project dedicated to fostering sustainable maritime supply chains.
- Collected and organized data outputs from partner universities for annual SSHRC reports.
- Responsible for maintenance and copywriting of project website.
- Wrote research summaries for academic and industry stakeholders.
- Recorded notes at industry conferences.

Employment and Social Development Canada, Vancouver, BC
Program Officer, August 2019 – December 2019

- Reviewed applications from not-for-profits and small businesses seeking federal funding in order to provide employment and volunteer opportunities for vulnerable groups in Western Canada.
- Made decisions, or recommended decisions to senior officials, on whether or not to fund organizations based on sound interpretation of policies, directives, and guidelines.
- Administered the resulting legal agreements between the Government of Canada and organizations, ensuring that projects that have been funded were on-track to meet objectives.

Alumni UBC, Vancouver, BC
Student Event Ambassador, June 2017– March 2019

- Responsible for event coordination with both external and internal clients at the UBC Robert H. Lee Alumni Centre.
- Maintained positive relationships and provided assistance and guidance for security staff, event organizers, and caterers.
- Oversaw event layouts and floor-plan preparation for events such as weddings, conferences, galas, and seminars.

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Published papers on Indigenous water insecurity in *Federalism-E* and on Quebec identity in *The Seed: UBC Journal of Canadian Studies*.
- Experience as a session musician, having toured Western and Central Canada, performing at festivals throughout British Columbia, and having original music featured in television shows.
- Co-founded a not-for-profit organization dedicated to raising funds through concerts for charities in the greater Vancouver addressing issues of mental illness and poverty. (May 2018- present).
- Conversational French.

Mrinal Kashyap

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

McMaster University, Hamilton, ON
Master of Philosophy, 2020

- Philosophy Graduate Scholarship, 2018-2020

McMaster University, Hamilton, ON
Bachelor of Arts (Honours) 2016

- Justice, Political Philosophy and Law
- Summa Cum Laude
- Dean's Honour List, 2014-2018

EMPLOYMENT EXPERIENCE

McMaster University, Hamilton, ON
Teaching Assistant (TA), 2018-2020

- Courses include Problems of Philosophy, Winter 2020; Critical Thinking, Fall 2019; Philosophy, Law and Society, Winter 2019; Philosophical Texts, Fall 2018
- Facilitated tutorials for undergraduate students
- Created lesson plans adhering to course concepts to enhance student learning
- Evaluated course assignments and exams
- Recipient of the Philosophy Department's Graduate Student Teaching Award, 2019

Tutor Bright, Hamilton, ON
Tutor, 2017–2018

- Subjects: English and Canadian Law
- Prepared lessons for each session to ensure class concepts were understood
- Created and evaluated tests catered to each student's individual needs
- Assisted in homework and assignment completion in accordance with academic expectations

McMaster University, Hamilton, ON
International Student Mentor (volunteer), 2016–2017

- Communicated with incoming international students regularly
- Answered questions regarding transitioning to university and adapting to a new country
- Guided incoming international students to online and in-person resources regarding academia

McMaster University, JPPL Student Mentor (volunteer), 2016–2017

McMaster University, Tedx Discussion Leader (volunteer), 2016

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Advanced oral and written French
- Beginner/intermediate American Sign Language (ASL)
- Conversational Hindi

Shazre Khan

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of Toronto, Toronto, Ontario

Honours Bachelor of Arts, 2019

- Specialization in Political Science
- Graduated with Distinction
- Dean's Honour List 2016
- Course Overview: Qualitative Research Methods, Quantitative Research Methods, G8/G20 Global Governance, Canadian Politics, International Law, International Security, Politics in South Asia

EMPLOYMENT EXPERIENCE

University of Toronto, Toronto, Ontario

Research Assistant, 2019–2020

- Conducted a major quantitative research project on Canadian budgeting, led by Dr. Matt Wilder from the department of Political Science including analyses of patents & patterns of international knowledge transfer
- Collected and analyzed Canadian Government expenditure data, at both a federal and provincial level, based on Public Accounts, Main Estimates, and Ministries

MP Sonia Sidhu, Brampton, Ontario

Research and Data Intern for 2019 Federal Election Campaign, Summer 2019

- Ran quantitative analyses on voting intentions at a district level in Brampton
- Researched opposition policies and monitored media in preparation for MP debates
- Coded and analyzed citizen complaints on a variety of policy issues, gauging public sentiment
- Coordinated and processed drop-in immigration case intakes and appointments, and petitions for constituency casework

G8/G20 Research Group Munk School of Global Affairs, Toronto, Ontario

Research Group Compliance Report, 2018–2019

- Produced 2017-2018 compliance report of G20's 442 Climate Change Commitment: outlining the G20 countries' compliance regarding their commitment towards climate change, followed by a recitation of evidence and a score assignment according to an original self-created scale and scoring guideline

Munk School of Global Affairs, Research Assistant, 2017: Received funding for the Insight Through Asia Challenge (ITAC) for the Munk School Research competition — Conducted comparative analysis of Pakistani women's reproductive health residing in Canada and Pakistan with the goal of understanding how surrounding stigma can be combated through new media tools and technology

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Advanced oral and written Urdu, Hindi, Punjabi and English, Beginner French
- Proficient in R (programming language) for Quantitative analysis
- Writer for the Howl Magazine and Varsity Newspaper at the University of Toronto (2016-2018)
- Woodsworth College Student Association (WCSA) Article of the Year Award for Howl Magazine (2018)
- University of Toronto AskMe Student Ambassador (2016) and Orientation Leader (2017)
- Chestnut College Programming Assistant (2015-2016)
- High School Valedictorian at International School of Choueifat Lahore SABIS® network (2014)
- Acrylic and oil painter, selling commissioned pieces through online channels e.g. Etsy and social media
- Involved in multiple non-profits targeting poverty alleviation and education in Pakistan and volunteer at St. Felix Homeless Shelter in Toronto

Rubina Kharel

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

Recipient of Entrance Scholarship, 2020

York University, Toronto, ON

Bachelors of Health Studies, 2017

- Specialization in Health Policy
- Dean's Honour List, 2016, 2017

EMPLOYMENT EXPERIENCE

South Riverdale Community Health Centre, Toronto, ON

Program Assistant, Choose Health Program, 2017-2020

- Supported planning and implementation of virtual program delivery during COVID-19 pandemic, including mapping virtual client outreach workflow, updating process manuals, developing and delivering webinar based training for staff.
- Co-led Quality Improvement team of four that identified and implemented process changes to improve data collection and analysis to demonstrate program impact.
- Coded and analyzed quantitative feedback. Correlated results with socio-demographic data to inform and advocate client's needs. Presented findings at Alliance for Healthier Communities Conference 2018.
- Assisted program evaluation by incorporating feedback into process planning, training and content updates. Analyzed data to find a 4.9% increase in clients' activation measure for health improvement.
- Designed program evaluation infrastructure and reporting functionality. Produced reporting metrics, qualitative feedback reports and evaluations, for funding/licensing bodies, facilitators and partner organizations.

City of Toronto, Toronto, ON

Councillor's Aide, WARD 38 (REMAPPED IN 2018), Summer 2018

- Organized, planned and promoted 12 full-day community events. Responsible for volunteer management.
- Led community outreach to engage ward residents, addressing complaints/issues, creating issue log and filing them for follow-up, connecting people to appropriate service as needed.

Canadian Cancer Society, Toronto, ON

Regional Leader (Volunteer), Tobacco Industry Action Committee (TIAC), 2015 – 2017

- Supported and led several youth-led advocacy campaigns. Collaborated with team to develop advocacy and promotion strategies to introduce tobacco plain packaging laws.
- Co-led training workshops for 2017/18 Big Tobacco Lies Youth Ambassadors. Led advocacy campaign to end flavored tobacco sale in Ontario (Bill 45)

York University, Research Assistant, 2017–2018. Co-wrote grant application and received Funds for Innovation in Teaching (FIT) grant. Presented results at Teaching in Focus Conference, 2018. Co-facilitated an active learning workshop for faculty members at Teaching in Focus Conference, 2017.

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- **Poster Presentations:** (2019) 25th Canadian Conference on Global Health: *Choosing Health in Toronto: Demonstrating Population Health Impact*; (2019) Community Health Connections Conference, Alliance for Healthier Communities: *Demonstrating Community Impact Using Data*
- **Presenter:** Alliance for Healthier Communities Conference, 2018: *Quality Improvement in the Neighbourhood: A project to highlight population-health data and health system concerns collected from clients.*
- **Speaker/Presenter:** Press Conference at Legislative Assembly of Ontario, 2017: *Modernizing the Smoke Free Ontario Act.*
- **Deputations:** (2017) Legislative Assembly of Ontario, Standing Committee on General Government: *Smoke free housing in Ontario*; (2016) Toronto Board of Health: *To restrict the use of smokeless tobacco in sports facilities across the city*; (2015) City of Toronto Municipal Licensing and Standards Committee: *Hearing on tobacco water-pipes regulation.*

Alexander Kuziw

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

Recipient of Entrance Scholarship, 2020

London School of Economics and Political Science, London, UK

Master of Science, 2018

- Specialization in European Union Politics and International Relations
- Conducted interviews with stakeholders for my dissertation writing about Canada's economic relationship with the European Union through the Comprehensive Economic and Trade Agreement (CETA)
- Elected as a Delegate with the Grimshaw Club representing LSE in Ukraine meeting with Ukrainian government and lobbying officials involved in the 2014 Euromaidan protests and War in Donbass

University of Toronto, Mississauga, Ontario

Honours Bachelor of Arts, 2017

- Specialization in Political Science
- Graduated with Distinction

EMPLOYMENT EXPERIENCE

Arc'teryx, Toronto, Ontario

Product Guide, 2019 - Present

- Educate customers and recommend products based on their needs, and sell using Amer Sports system (CEGID)
- Train new employees on store culture, products and manage warranties through the TAS system
- Work in conjunction with the community marketing team to execute store events, which supports the company mission and increase community involvement, both in the store and offsite

Christina Mitas, MPP, Toronto, Ontario

Legislative Assistant (Volunteer), 2018

- Volunteered at the Legislative Assembly of Ontario with Christina Mitas, the PC MPP for Scarborough-Centre.
- Drafted correspondence and reached out to stakeholders
- Speechwriting included contributing to her first private member's bill on the floor at Queen's Park
- Created graphics for her social media accounts and manage her website
- Used Microsoft Excel to organize constituent contact information and Salesforce to organize the stakeholders and colleagues contact listings at Queen's Park.

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Toronto Community and Cultural Centre (2019-present); volunteering with the Chinese community Centre in Chinatown
- Young Liberals at the University of Toronto Mississauga (2016 – 2017); advised the club's leadership and co-write their constitution as their Policy Advisor
- Toastmaster at the Albany Club (2015-2016); public speaking group at a conservative club in Toronto as one of the group's founding twenty members
- Ryerson's Model United Nations (2014-2015); trained new members, written the club's MUN Rules and Procedures handbook and represented the club in over five conferences as their Director of Training
- Parkdale-High Park Liberal Party (2013-2015); observed Canadian parties in the riding and reported on their party platforms nationally and locally, elected as a Youth Delegate to the 2014 Montreal Biennial Convention, and worked on MP Arif Virani's nomination and federal campaigns as their Director of Opposition Watch
- United Nations Association in Canada (2014); wrote essays for their Human Rights Committee as a Research Assistant
- Proficient in SPSS, Salesforce, Tableau, iWork, Microsoft Office and intermediate understanding of Python3
- Fluent in English with a beginner understanding of French

Natasha Laponce

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of British Columbia, Vancouver, BC

Bachelor of Arts, 2017

- Major in Economics, Minor in Commerce (CGPA: 4.0/4.0)
- Published capstone essay in UBC's *IONA Journal of Economics Vol. III* titled, *The Supplemental Nutrition Assistance Program (SNAP): An Analysis of SNAP's Impact on Women's Health and Diet*
- Participated in two study abroad experiences at the Free University of Berlin (July–August 2016) and the University of Edinburgh (September–December 2016)
- Trek Excellence Scholarship (2014, 2015), Go Global Award (2016)

EMPLOYMENT EXPERIENCE

Bank of Canada, Ottawa, ON

Research Assistant (Canadian Monetary Policy Report Division), 2018–2020

- Assisted in the quarterly production of the Bank of Canada's flagship document, the Monetary Policy Report (MPR)
 - Collected and analyzed data, ran and debugged models, and led the coordination efforts between multiple teams in the production of the charts and tables
- Contributed to internal policy research on savings behavior using shift-share analysis
 - Co-presented research at department-wide forum to 30+ attendees including the Managing Director
- Automated internal processes and updated models in languages such as R and FAME increasing the efficiency of critical procedures, generating higher quality output, and minimizing the potential for error
- Supported senior officers, such as Deputy Governor Lawrence Schembri, on presentations by providing detail-oriented research
- Led the Professional Development Committee for the Bank's employee resource group, New Generation (NGen)
 - Founded the Academic and Career Exchange (ACE) event series which brings together early-career employees and established senior professionals
 - Moderated roundtable events of 20 people with prominent policy experts

UBC Global Lounge, Vancouver, BC

Programs Assistant, 2015–2016

- Chaired the centre's Programming Committee, which planned events encouraging cross-cultural learning and collaborative dialogue on global issues.
- Responsible for the centre's flagship event series, International Development Week, which drew 200+ participants
- Co-presented at conferences and lectures on topics such as intercultural engagement which facilitated cultural exchange and encouraged critical thinking

STAND UBC, Vancouver, BC

President, 2015–2016; Events Coordinator, 2014–2015 (Volunteer)

- As President, led a team of 20+ members, facilitated new collaborations, and expanded STAND UBC's recognition on campus
- Raised \$10,000+ for MOSAIC, a refugee support organization, through a sold-out fundraiser co-hosted with 3 other groups
- As Events Coordinator, organized roundtable discussions on current events resulting in successful turnouts of up to 40 people
- Co-presented on the theme of ethical advocacy at high schools and at the 2015 UBC Student Leadership Conference as part of STAND's Youth Outreach Program

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- **Languages:** Intermediate-level French (DELF B1 certification)
- **Skills:** Proficient in Microsoft Office (Excel, PowerPoint, Word); working knowledge of R, Stata, and FAME
- **Interests:** Fitness, food security, and cultural exchange

Sean La Prairie

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship

St. Francis Xavier University, Antigonish, Nova Scotia
Bachelor of Arts, 2016-2020

- Joint Major in Political Science and French
- Graduated with Distinction
- Dean's Honour List, 2016-2017, 2019-2020, Received Entrance Scholarship

EMPLOYMENT EXPERIENCE

St. Francis Xavier University Residence Life, Antigonish, Nova Scotia
Community Advisor, 2017-2020

- Safeguarded the physical, mental, and emotional well-being of residence community
- Provided academic, mental health, and personal counselling and support
- Delivered, through innovative programming, education in consent, academic success, and personal well-being
- Enacted restorative justice procedures to ensure communal safety, resolve conflicts
- Generated and managed confidential documentation

Fort York National Historic Site, Toronto, Ontario
Drummer, 2016-2020

- Mastered an instrument, along with an extensive musical repertoire
- Conducted regular public performances, working closely with a team
- Handled explosives as part of daily artillery demonstrations

Xaverian Weekly, Antigonish, Nova Scotia
Columnist (volunteer), 2017-2018

- Produced two columns for each edition on issues related to social justice and reform of campus democratic institutions
- Participated in weekly meetings determining direction, coverage of paper

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Advanced written and oral French, having attained the Diplome Approfondi de Langue Francaise C1 in 2019
- Vice President, St. Francis Xavier University NDP, 2016-2018 – organized branch, conducted activism in support of legislative actions
- Vice President/Digital Lead, StFX Students for Free Tuition, 2017-2018 – conducted political education, rallied student support for reform
- Volunteer, StFX Campus Food Bank, 2017-2018
- Member, StFX Socratic Circle (Philosophy Society) – attended Atlantic Regional Philosophy Association conference 2019
- Avid runner, biker, snare drummer, reader, and animation enthusiast

Marcus Lomboy

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

York University, Toronto, ON
Honours Bachelor of Arts, 2020

- Specialization in Human Rights and Equity Studies
- Undergraduate Honours Thesis: Then, Now, and Later—Examining Strategies for the Decolonization of the Academy
- Co-founded the Equity Studies Student Association, 2019
- Sessional Academic Achievement List, 2018–2020
- Recipient of York University Continuing Student Scholarship, 2018, 2020

EMPLOYMENT EXPERIENCE

CYC Design Corp., Toronto, ON
Product Specialist, 2019–Present

- Provide engaging customer service and make product recommendations based on client needs
- Maintain aesthetic standards of store by maintaining stock and merchandising product

Research Assistant to Dr. Mona Oikawa, Toronto, ON
Research Assistant, Summer 2019

- Strengthened research skills by conducting literature searches on directed topics, namely the internment, detention, and deportation of Japanese-Canadian, Japanese-American, and Mexican-American people in North America
- Demonstrated attention to detail by transcribing interviews and performing administrative work.

Unity Charity, Toronto, ON

Contracted Artist, 2010–2017, Volunteer Coordinator, 2013, Program Coordinator, 2013–2015, Summer Camp Coordinator, Summer 2015, Tour Manager, 2015–2017, Board of Directors, 2015–2017, Programs and Evaluations Committee, 2015–2017

- As a member of the Programs and Evaluations Committee, assessed the efficacy of Unity programming by creating and re-designing evaluation tools to measure program impacts on participant mental health and resiliency
- As a contracted artist, developed public speaking and interpersonal communication skills by performing, teaching, and speaking at arts, community, and charity events
- As a tour manager, organized artists' scheduling and acted as a liaison between artists and booking parties
- As a program coordinator, gained experience in grant application writing and program budgeting, including completion of a final report and follow-up; strengthened workshop planning and facilitation skills by creating lesson plans for weekly youth leadership program with 20 youth artists
- As a summer camp coordinator, trained and mentored youth artists to facilitate workshops at summer camps through the Greater Toronto Area in partnership with Focus on Youth Toronto

Sporting Life, Sales Associate, 2017–2019

SportChek, Sales Associate, 2012–2017

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Fluent in English and Tagalog
- Performed spoken word poetry at events organized by: City of Toronto, Filipino-Canadian Youth Alliance, Royal Bank of Canada, Royal Ontario Museum, Scarborough Arts, Toronto Public Health, University of Toronto, and York University
- Competed at the Canadian Festival of Spoken Word, 2011, 2013
- Undergraduate directed reading course: An Analysis of Neocolonialism in Canada's Live-In Caregiver Program
- Interests include cooking, board games (Euphoria, Lewis and Clark, Robinson Crusoe), and basketball

Lyubov Lyutenko

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Ryerson University, Toronto, ON
Bachelor of Arts, 2020

- Specialization in Child and Youth Care
- Graduated with Distinction (Cumulative GPA of 3.85 on 4.0 scale)
- Course Overview: Advocacy in Child and Youth Services, Ecological Perspective in Child and Youth Care, Children's Rights, Community Collaborations

The Humber Institute of Technology and Advanced Learning
Advanced Diploma, 2012

- Child and Youth Care
- Graduated with Honours
- Course Overview: Behavioural Science Training, Restorative Justice Facilitator Training, Advanced Therapeutic Interventions, Incident Response Children and Youth

EMPLOYMENT EXPERIENCE

Humber River Regional Hospital Child and Adolescent Psychiatric Unit, Toronto, ON
Intern, May 2011 – August 2011

- Created and implemented activities for young people suitable for clinical setting
- Conducted admission interviews with patients and participated in their assessment with a psychiatric doctor

Oolagen Annex Residential Program, Toronto, ON
Intern, January 2011 – April 2011

- Worked collaboratively in the multidisciplinary team and with different agency representatives
- Assessed the long term service needs of the clients and of the program and identified opportunities to improve service delivery

Toronto District School Board, Toronto, ON
Intern, January 2010 – April 2010

- Developed therapeutic activities for children with different cognitive abilities
- Assisted teachers and educational assistants with academic programs implementation

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Native speaker of Russian with advanced oral and written Ukrainian
- Participated in numerous volunteer programs at Holland Bloorview Kids Rehabilitation Hospital in the augmentative and alternative communication stream unit that serves children and youth whose speech does not meet their daily communication needs, and who require tools and strategies to support their face-to-face and written communication.

Jessica Macdonald

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of Toronto, Toronto, ON

Honours Bachelor of Arts with High Distinction, 2015

- Specialization in Peace, Conflict and Justice Studies
- Editor, Rapoport Journal for Peace, Conflict and Justice Studies
- Malcolmson Prize for best academic performance in Peace and Conflict Studies, 2013
- Dean's Honour List, 2013-2015

EMPLOYMENT EXPERIENCE

Fyxr, London, UK

Executive Assistant, 2019-2020

- Virtual assistant to four clients concurrently across the United Kingdom.
- Implement organizational systems that are tailored to the individual need of each specific client and their company.
- Prioritize competing requests between clients while ensuring that all tasks completed to an extremely high-quality level.
- Assist with broad range of tasks including expense reconciliation, accounts payable, drafting communications, maintenance of Company Register and cap table, drafting of company tax forms, and creation of investor reports.
- Successfully retained clients during the Covid-19 pandemic when the company had a high client turnover rate.
- Maintained performance rating of 10/10 on quarterly client feedback reports

Pancreatic Cancer Canada, Toronto, ON

Office Manager & Executive Assistant, 2017-2019

- Provided administrative support to the CEO in the detailed management of daily schedule, travel, drafting of key communications, creation of strategic plan and annual budget, reconciling expenses, and general project management.
- Coordinated of Board of Directors logistics - drafted communications, created reports for meetings, and minute taking.
- Set up and rolled out an internal document database (Sharepoint) for information management, and knowledge transfer.
- Trained entire team and subsequent new hires on the database.
- Created new standard operating procedures, and data storage for accounts payable system.
- Managed office relocation – sourced new location, negotiated lease, oversaw construction, updated insurance, procured furniture, negotiated internet, phone and supply contracts, all while ensuring continuity of regular day-to-day work.
- Set up new CRM, migration of existing information, cleaned data and trained staff on new CRM.

WE, Toronto, ON

Special Projects & Operations Coordinator, WE Day, 2015-2017

- Tracked annual multimillion-dollar budget for sixteen live events. Assisted with the creation and approval of budget, tracked and updated budget, and reconciled on a semi-annual basis.
- Implemented online data management program (Sharepoint) for team of 60 to improve efficiency of daily tasks and increase knowledge transfer.
- Recruited, trained and facilitated dozens of volunteers for each of sixteen events. 100% increase in retention year-over-year.
- Created executive summaries from strategic planning sessions and senior staff meetings.

Médecins Sans Frontières / Doctors Without Borders, Intern, 2015

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- United World College of the Atlantic, 2009-2011
- Extensive volunteer experience – over 1000 hours of volunteering.
- Avid traveler (significant travel while living and working in London in 2019/2020), and athlete (play soccer and volleyball).
- Experience with Sharepoint, Raiser's Edge, Asana, Receipt Bank, Expensify, Notion, CharlieHR, 1Password, and Xero.

Joshua Marando

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

McMaster University, Hamilton, Ontario
Honours Bachelor of Arts & Science, 2019

- Combined Honours in Biochemistry
- Valedictorian, Arts & Sciences and Humanities 2019 Spring Convocation
- Dean's Honour List 2019

EMPLOYMENT EXPERIENCE

McMaster Students Union, Hamilton, Ontario
President & Chief Executive Officer, 2019 - 2020

- Oversaw operations of organization with \$15M annual budget to achieve the goal of enhancing student experience
- Provided direction to over 40 full-time staff and 300 part-time staff to support our 36 different business units and services
- Acted as the executive sponsor for an organizational review of staff structure, revenue generation, and service delivery
- Restructured clubs department consisting of 350 clubs through staff restructuring as well as developing a number of operating policies surrounding recognition, judicial procedures, and financials
- Lobbied on behalf of the organization, representing 24,000 full-time undergraduate students through advocating to university, provincial, and federal stakeholders

McMaster Students Union, Hamilton, Ontario
Advocacy Coordinator, 2018–2019

- Coordinate advocacy campaigns on behalf of McMaster Students Union
- Supervise event volunteers and executives, contact vendors, generate assets, and complete all other tasks required to hold successful campaigns
- Chair sustainability committee meetings consisting of McMaster students, staff, and relevant stakeholders

McMaster University, Hamilton, Ontario
Welcome Week Faculty Societies Coordinator, 2017–2018

- Oversee orientation week planning for McMaster's 9 academic groups
- Supervise 21 student faculty planners as they coordinate events and programming for 6000 first-year students
- Coordinate staff and volunteer trainings, plan large scale events, and complete any other responsibilities associated with welcome week programming

McMaster University Department of Biochemistry and Biomedical Science, Research Assistant, 2017-2019
Seneca College King Day Camp, Program Supervisor, 2015–2016

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Recipient of McMaster University Prize for Special Achievement, 2017
- McMaster Musical Theatre executive and cast member, 2015-2019
- Thesis Project, McMaster University, Recruitment of Ligase D and Stimulation of Non-Homologous End-Joining Activity as Mediated by the Ku C-Terminus
- Ontario University Student Alliance General Assembly Delegate 2018, 2019, 2020
- Student Advocacy Conference Delegate with Undergraduate of Research-Intensive Universities and Ontario University Student Alliance Advocacy Groups
- Volunteer with MSU Spark first year mentorship program, CLAY youth leadership conference, Society of Arts & Sciences students, and Arts & Sciences Musical

Rachel May

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

University of Western Ontario, London, Ontario

Bachelor of Arts, 2020

- Major in Psychology
- Western University Excellence Scholar for achieving an admissions average of 94%
- Dean's Honour List, 2016-2020

EMPLOYMENT EXPERIENCE

Conservative Party of Canada, Ottawa, Ontario

Legislative Intern for Member of Parliament Karen Vecchio, Summer 2019

- Aided MP Vecchio with legislative and parliamentary tasks including correspondence, media, and operations
- Member of the Conservative Women's Leadership Team and provided input for the Status of Women and Gender Equality committee reports
- Interned for the Conservative Party of Canada and helped with campaigns across the country including the creation of a comprehensive campaign plan for the Aurora- Oak Ridges- Richmond Hill riding
- Contributed and developed policy ideas under the Families, Children and Social Development Shadow Minister portfolio
- Canvassed multiple ridings in Ontario to communicate directly with voters and identified key issues for the election

Re-Elect John Tory for Mayor, Toronto, Ontario

Policy Analyst, Summer 2018

- Managed all campaign related communications
- Assisted with running city-wide campaign events and organized local canvasses
- Analyzed key election policy proposals

Mohawk Medical Properties REIT, Toronto, Ontario

Research Analyst, Summer 2017

- Completed a market research project to assess the attractiveness of expansion into new sub-asset classes and geographic markets
- Assisted the property management team on site visits in gathering feedback and ensuring marketability of vacant space

Lightwater Capital Partners, Toronto, Ontario

Operations Analyst, Summer 2017

- Overhauled the trade reporting record-keeping for compliance purposes for both the Long/Short Fund and the Nimble Fund
- Acted as an ad-hoc helper on various operations-related tasks

Swimming with a Mission, Volunteer Swim Instructor, 2016–2020

Rod Phillips for MPP, Campaign Volunteer, 2018

Lisa Raitt Conservative Party Leadership Bid, Campaign Volunteer, 2017

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Chief Learning Officer of Kappa Alpha Theta Gamma Epsilon Chapter
- Recipient of bronze and silver Duke of Edinburgh awards
- Received the Principal's Award for superior academic achievement from ninth through twelfth grade and the Ontario Scholar designation upon graduation
- Chaired Greenwood College School's Service Learning committee in twelfth grade
- Head of Greenwood College School's Model United Nations in twelfth grade
- Swim Instructor at Frank's Swim School
- Alpine Ski Coach at Muskoka Ski Club

Cahal McCabe

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

McGill University, Montreal, QC
Bachelor in Arts, 2019

- Major in Political Science

EMPLOYMENT EXPERIENCE

Turner & Townsend cm2r Inc., Toronto, ON
Business Administration, 2018-2019

- Managed the accounts receivable finances through the sending of invoices and the collection of payments
- Projected future revenue streams by analyzing fee trackers and contracts
- Furthered business development by organizing prospective job opportunities
- Researched business expansion opportunities in Montreal, QC
- Organized project managing documents in an online database

McGill University, Montreal, QC
Research Assistant, 2017

- Worked under the supervision of Dr. Jacob Levy as an undergraduate research assistant
- Assisted in organizing the academic conference “Political Theory In/And/As Political Science,” which aimed at demonstrating the importance of utilizing both theory and empirics in social science
- Researched and copy-edited academic articles for publication on platforms such as the Niskanen Center
- Managed emails and correspondence between academics, and placed book orders for further research in the field of political theory

Toronto History Museums, Toronto, ON
Special Events Volunteer, 2013–2019

- Assisted in the delivery of various special events and activities at Fort York National Historic Site, such as the Indigenous Arts Festival, concerts, and other city-organized events
- Provided information and direction to visitors, participating vendors and artists
- Educated event guests and participants about the historical significance of the Fort York National Historic Site, as well as the history of the city of Toronto

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Participated in the Research Group on Constitutional Studies: a division of the Yan P. Lin Centre for the Study of Freedom and Global Orders in the Ancient and Modern Worlds at McGill University
- Canvassed for Mélanie Joly in the Ahuntsic-Cartierville riding during the 2015 Canadian federal election and for Julie Dzerowicz in the Davenport riding during the 2019 Canadian federal election
- Is an active volunteer with the Davenport Federal Liberal Association
- Elected president of the Royal Victoria College Student Residence Council at McGill University
- Able to speak conversational German
- Active in recreational soccer leagues
- Avid reader of historical fiction and non-fiction books

Jennifer McElwain

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, Ontario
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Western University, London, Ontario

Honours Bachelor of Arts, 2018

- Specialization in Political Science
- Western Scholarship of Excellence
- Dean's Honour List, 2016-2018

EMPLOYMENT EXPERIENCE

Global Affairs Canada- High Commission of Canada in Australia, Canberra, Australian Capital Territory

Commercial Trade Contractor, July 2018-April 2019

- Worked as a Trade Program Contractor on a fixed term contract in the Australian Capital Territory.
- Was awarded second contract to publish and edit market-sector briefs as well as conduct quantitative research on to the impact of the CPTPP on Canadian trade partners.
- Conducted corporate intelligence research on prospective Australian trade partners interested in government grants, compiled findings into concise reports.
- Effectively translated complex trade regulations into structured government key-messaging for client use.
- Managed stakeholder relations, maintained relationships with existing and potential clients, joined and participated in key trade strategy meetings.
- Planned Canadian presence at Australia's largest food/beverage trade show while managing key government messaging related to trade promotion and procurement.

RIWI Corp., Toronto, Ontario

Business Development Intern, August 2017

- RIWI Corp. is a publicly trade global survey technology and polling firm.
- Played a key role in the writing, editing, and formatting of several proposals submitted to major global organizations such as the United Nations.
- Developed efficiencies in analyzing RFPs to determine if the company's capabilities aligned.
- Participated in key sales meetings, and maintained professional relationships with existing and potential clients, including governmental organizations and corporations.

Leadership and Democracy Lab, London, Ontario

Research Analyst (volunteer), September 2016-April 2018

- The Leadership and Democracy Lab is a student run think-tank at Western University devoted to researching and publishing on various issues relating to political conflict and investment risk.
- Authored a competitive risk factor assessment for the Cuban Tourism Industry in light of the lifted American embargo; piece was included in a broader report published by the think-tank.
- Convene in weekly meetings to provide briefings on status of current research and share research best practices.

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Co-founder, *WeRemember London*, a non-profit raising money for the Veteran's Care Program at Parkwood Hospital
- Member at Large, *UWO Political Science Association*
- Tutor, *Seniors in IT London*
- Beginner French

Sean McGowan

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

Western University, London, Ontario
Honours Bachelor of Arts, 2020

- Honours Specialization in Political Science
- Dean's Honour List, 2018–2020

EMPLOYMENT EXPERIENCE

Western Mustangs, London, ON

Varsity Badminton Head Coach, 2018–2020

- Managed, recruited, selected, and developed athletes for the Western Mustangs men's and women's varsity badminton program
- Organized and managed team finances, tournament planning, and scheduling
- Competed as an athlete in addition to serving as head coach of the varsity program
- Maintained a top 3 badminton program in Ontario by winning OUA silver (2020) and Bronze (2019)

Western University - Centre for Urban Policy and Local Governance, London, ON

Research Assistant, January 2020–May 2020

- Researched Western Canadian urban governance structures for Prof. Zack Taylor
- Received acknowledgement in: Taylor, Zack. "Theme and Variations: metropolitan Governance in Canada", *IMFG Papers on Municipal Finance and Governance*, No. 49. (2020). ISBN 978-0-7727-1023-9

Leadership and Democracy Lab, London, ON

Political Risk Analyst (Unpaid, Student-Run Think Tank), 2019–2020

- Created democratic analysis focusing on industry, regional, and leadership democratic transitions reported in short, substantial publications giving a short-term risk assessment
- Researched the market structure of 5G telecommunications in Austria and Germany providing mitigations for the political risks of market entry

Badminton Alberta, Calgary, AB

Special Events Coordinator, Summers 2017–2018

- Organized the 2017 and 2018 Yonex Canada Open Grand Prix International Badminton Tournament as part of a team
- Procured sponsorship acquisition, media relations, customer service and ticket sales
- Wrote and published qualitative and quantitative final reports

Badminton Canada Competitions Committee, Voting Member (Volunteer), 2019–Present

Badminton Canada Players Association, Alberta Representative (Volunteer), 2016–2018

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Varsity Badminton Athlete (2016–2020) at Western University; 3x OUA All Star (2018/2019/2020), OUA Silver Medalist (2017/2020), OUA Bronze Medalist (2018/2019), Canadian University Team Championships Bronze Medalist (2018), Canadian University National Championships Sportsmanship Award Winner (2019)
- Yonex Sponsored Badminton Athlete; Alberta Junior Boys Singles Provincial Champion (2014), u23 National Men's Singles Bronze Medalist (2016), Team Alberta member, represented Canada internationally
- Project Tanzania Volunteer (2010–2018); raised money for girls schooling in Arusha Tanzania through fundraisers. The account closed in 2018 due to an educated population with the ability to sustain themselves
- Northern Bridge Community Partnership Volunteer (2019–Present); worked with Indigenous communities in the far north of Canada to foster truth and reconciliation through friendship building and youth programming

Erin Mierdel

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

McMaster University, Hamilton, ON
Honours Bachelor of Arts & Science, 2019

- Graduated with Distinction
- Dean's Honour List, 2015, 2019
- Exchange semester at the University of Maynooth, Ireland, January-May 2018

EMPLOYMENT EXPERIENCE

McMaster University, Hamilton, ON
Advancement Intern, Faculty of Science, May 2019 – Present

- Assisted Associate Director of Development, Faculty of Science, with management of donor/prospect portfolio to support reaching \$3M annual revenue goal
- Aided in development of seven major gift level proposals (\$25,000-\$1.5M) to significant donors, corporations and foundations
- Drafted communications to important stakeholders and university partners, as well as briefing notes, contact reports and pre-reading materials
- Compiled research profiles on areas of strategic interest and high-level prospects for cultivation and solicitation purposes
- Organized multiple in-person and virtual events on behalf of the Faculty, including gift celebrations, research site visits and Dean's Advisory Board meetings
- Liaised with university donors, senior executives, faculty members and students
- Communicated current and future philanthropic strategies to key donors and prospects
- Used a variety of tools, including CRM database and Microsoft Power BI to organize portfolio, search for and access prospects and to track donations

McMaster University, Hamilton, ON
Student Records Clerk, 2017-2019

- Analyzed and manipulated a wide range of data sets and system reports
- Employed extensive research skills in tracing of alumni
- Managed data hygiene of unit's CRM database, which contained over 300,000 entities
- Developed 20-page training and onboarding document outlining team systems, processes, policies and best practices

McMaster University, Residence Orientation Representative (Volunteer), 2016–2019
Sobeys, Customer Service Clerk, 2014–2016

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Extensive research and data analysis skills, experience with project management, familiar with SQL and a strong writer
- Frequent volunteer at McMaster Alumni Association events, including annual Reunion Day, Remembrance Day service and Alumni Recognition events
- Choreographer of McMaster Arts & Science Musical 2017 and sat on critique panel for McMaster Science Musical 2018 and McMaster Musical Theatre production 2019
- Co-hosted music program on McMaster University's radio station, 93.3 CFMU
- Ambitious, adaptable to new situations and willing to learn
- Baking enthusiast, avid reader and passionate environmentalist

Gillian Monckton

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

University of Western Ontario, London, Ontario
Bachelor of Health Sciences, 2020

- Honours Specialization in Health Sciences, Minor in Psychology
- Research project: Online gambling impact on youth and the importance of school-based prevention programming
- Dean's Honour List, 2016-2020; Western Scholarship of Distinction

EMPLOYMENT EXPERIENCE

Royal Bank of Canada, Toronto, Ontario
Sales and Trading Intern, Summer 2019

- Assisted in consolidation of sales and trading information of top Canadian institutional clients to aid in improvement of comprehensive client coverage and maintenance of competitive advantage across fixed income and equity product offerings.
- Aided foreign exchange salespeople in the onboarding of small business and commercial clients to the new platform by communicating with clients and introducing them to the software in order to facilitate transition to online trade execution.
- Studied various hedging and speculative strategies; gained an in-depth understanding of institutional clients' utilization of foreign exchange options contracts and a broad understanding of the scope and function of foreign exchange sales and trading.
- Collaborated with traders and salespeople to streamline and assists with current trading protocols by analyzing money market instruments, government and corporate-issued fixed income products, and product interactions within the broader capital market environment.

Royal Bank of Canada, Toronto, Ontario
Central Funding Intern, Summer 2018

- Managed and ensure accurate, efficient, and prompt settlement of Canadian and American repurchase agreements via the Canadian Depository for Securities (CDS) and Depository Trust Company (DTC).
- Executed daily wires to various major institutional clients and financial institutions to settle position differentials as determined by mark to market assessments.
- Acted as a point of contact for brokers and individual investors as loan post to verify viability of short sales with market data and correspondence with traders.
- Marked institutional client books to most recent market price to maintain accurate position records and asset values.

St Michael's Hospital, Toronto, Ontario
Research Intern, Summer 2017

- Worked alongside graduate students to accelerate thesis resolution by completing a range of laboratory tests and compiling and analyzing existing research to identify future research avenues.
- Collected and analyzed test results to determine viability and subsequently compiled and disseminated findings to peers and supervisors to facilitate discussion and determine appropriateness of current research efforts.
- Participated in and contributed to weekly comprehensive article discussions to ensure adept and thorough understanding of the field of study.

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Proficient in Microsoft Office; including Excel, PowerPoint, Word, and Outlook.
- Research project conducted with CAMH investigating the impacts of online gambling legalization on Canadian youth, anticipated to be published Fall 2020.
- Academic interests in environmentalism, dietetics, Aboriginal law and policy, and athletics.
- Personal interests in music, travelling, sketching, and exercise.

Zachary Morris

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

Carleton University, Ottawa, Ontario
Honours Bachelor of Public Affairs and Policy Management, 2018

- Specialization in Development Studies
- Completed Honours Research Essay on Mandatory Minimum Sentencing Policy in Canada
- Dean's Honour List, 2015

EMPLOYMENT EXPERIENCE

Financial and Corporate Management Branch, Canadian Border Service Agency, Ottawa, Ontario
Correspondence Officer, Vice Presidents Office, March 2020-Present

- Provide administrative support to the Vice President with coordinating schedule, organizing dockets and meetings, and facilitating documents that come through the office.
- Communicate with a team of 7 directorates at the department that moves at a very fast pace.
- This job started at the beginning of COVID-19, and the role required adapting on the fly to new tasks and responsibilities as the entire department had to establish a work from home standard.
- Respond to a variety of requests pertaining to activities of the CBSA and task them out throughout the department such as Access to Information Requests, Media Inquiries, and Internal Consultations

Indigenous Justice Directorate, Department of Justice Canada, Ottawa, Ontario
Policy Analyst, May 2019-October 2019

- Worked on a policy team that provides support and services such as criminal diversion programs, Indigenous Courtworker programs, victim support programs, and much more to Indigenous communities in Canada.
- Created interactive maps using ArcGIS software to show where departmental programs are in Canada and how accessible they are for Indigenous Communities.
- Developed a framework for creating Interagency protocols between governments and grassroots programs in Indigenous Communities
- Tracked grants and contributions that the Department of Justice provide to programs throughout Canada.

Information Management Services Directorate, Health Canada, Ottawa, Ontario
Research Assistant, Solutions Centre, August 2018-May 2019

- Worked on an oversight team for Health Canada's IT projects that served clients throughout the Department at the Information Services Directorate
- Compiled data regarding what projects are being worked on the most and how much money is allocated for them, where it lines up with departmental priority, and developed a process to present this information to senior management such as the directorates' executive director on a frequent basis.
- Providing administrative support to my supervisor, taking minutes during meetings and working on my supervisors' projects when necessary.

Carleton University, Teacher Assistant, January 2018 – April 2018

Ottawa Modern Jewish School, Hebrew Teacher, 2015–2018

Disney Store, Cast Member, 2017-2018

Emily Neeson

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Collaborative Specialization in Environmental Studies
- Received the SSHRC Joseph-Armand Bombardier Canada Graduate Master's Scholarship (2020-2021)

University of Toronto, Toronto, ON

Honours Bachelor of Arts (High Distinction), 2019

- Double Major in Environmental Studies and Political Science
- Received the Douglas Pimlott Scholarship (2020), St. Hilda's Board of Trustees Award (2019), Cressy Student Leadership Award (2019), Rodney White Scholarship (2018), Chancellor's Scholarship (2019), Dean's List (2019), Buscombe Award (2018)

EMPLOYMENT EXPERIENCE

University of Toronto, Toronto, ON

Stewardship Coordinator, Jan. – Jun. 2020

- Coordinated stakeholder working group meetings and provided gift implementation support for the Schwartz Reisman Innovation Centre and Edwin S. H. Leong Centre for Healthy Children
- Supported the valuation and approval of naming opportunities by preparing documentation for valuation requests

Lewis-Burke Associates LLC, Washington, DC

Legislative Research Intern, Sept. – Dec. 2019

- Researched the 2020 Democratic presidential candidates' environmental platforms and drafted a bi-partisan white paper
- Attended and summarized Congressional and Senate hearings related to environment, education, infrastructure and defense to brief lobbyists on developments related to client matters

The Nature Conservancy, Arlington, VA

Foundation Relations Special Projects Coordinator, Jun. – Aug. 2018

- Supported the Foundation Leadership Working Group through helping build a pipeline of foundation support, managing complex foundation partnerships, analyzing results of the fiscal year 2018 work plan and drafting the 2019 engagement plan
- Created a slide deck for the policy team to brief them on climate adaptation and mitigation partnership projects

University of Toronto, Toronto, ON

Sustainability Assistant, Sept. 2018 – Apr. 2019

- Successfully developed a proposal for and was awarded both the Student Capital Campaigns Committee (SCCC) grant of over \$30,000 and the Chartwells Campus Grant of \$5,000 for the implementation of a pilot rooftop garden at Trinity College
- Liaised with campus stakeholders to provide food-related programming on topics such as food security and waste reduction

Ministry of Advanced Education and Skills Development (Ontario Public Service), Toronto, ON

Communications and Projects Assistant, May – Aug. 2017

- Acted as the project lead on an internal audit of the Employment Ontario Contact Centre's (EOCC) database, resulting in system updates to standardize the office protocols
- Developed a standardized departmental training program which was implemented for all new employees

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Elected President of the Trinity College Volunteer Society and Vice-President of the Trinity College Environmental Society
- Served as a Research Assistant at the UofT School of the Environment and at the Center for Engaged Learning Abroad in Belize, researching agri-tech uptake in the Great Lakes region and Belizean indigeneity, sustainability, and agriculture
- Completed community-engaged learning placements at Crossroads International and The Roots Collaborative
- Passionate about environmental sustainability, urban policy, and foreign affairs

Kelly Ninh

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of British Columbia, Vancouver, BC

Bachelor of Arts, 2017

- Major in International Relations, Minor in Asian Area Studies
- Graduated with Class 1 Standing

EMPLOYMENT EXPERIENCE

Richmond Art Gallery Association, Richmond, BC

Education Programs Assistant, 2020 - Present

- Researched links between exhibition programs and the provincial kindergarten to grade 12 curriculum requirements to develop the gallery's outreach and education programs.
- Organized and facilitated events and art education programs for youth and adults.
- Led the marketing project to curate social media content on Facebook, Instagram, and Twitter to promote the gallery's exhibitions, education and outreach programs, and to foster community engagement.
- Produced promotion materials, video exhibition tours, and online programs.

Chungdahm Learning, Seoul, South Korea

ESL Teacher, 2018–2019

- Taught English to students ranging from grades 3 to 12 from novice to advanced levels of proficiency.
- Analyzed each student's speaking, writing, listening, and reading comprehension on a regular basis to develop lesson plans, projects, and progress reports that helped students achieve a higher performance.
- Developed excellent interpersonal and cross-cultural communication skills while teaching classrooms of up to 20 students for 27 teaching hours per week.
- Utilized innovative educational technology including smart textbooks, tablets, and media on a daily basis.

Asia Pacific Foundation of Canada, Vancouver, BC

Working Group, 2016–2017

- Collaborated with a team to write a report analyzing the global responses to the refugee crisis in Myanmar.
- Delivered an oral presentation to private and public sector audiences outlining our group's policy findings and recommendations for a course of action.
- Collected and analyzed both qualitative and quantitative data relating to the refugee crisis in Myanmar.
- Researched Myanmar's economic conditions, foreign relations, and civil issues to integrate into the analysis.

Pure Nail Bar, Receptionist, 2013–2017

C3 Korean Canadian Society, Volunteer, 2014–2016

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Proficient in oral and written Vietnamese, conversational Korean and French.
- Member of the University of British Columbia's Model United Nations
- Passionate about policy topics related to education, healthcare, social housing, inequality, and urban poverty.
- Personal interests: travelling, learning languages, cooking, reading, and screenwriting.

Matthew Oh

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of Toronto (St. George), Toronto, Ontario

Bachelor of Arts, 2020

- Specialization, Criminology
- Major, Political Science
- First-Year Marketing Manager for Woodsworth College Gala Committee, 2015
- Woodsworth College Orientation Head Leader, 2016, Leadership
- Graduated *with distinction*

EMPLOYMENT EXPERIENCE

Henderson Reporting & Transcribing Inc., Toronto, Ontario

Court Reporter, 2017-Present

- Monitor official court records for transcribing purposes and manage a variety of courtroom recording devices.
- Record confidential criminal/civil/family court proceedings (e.g. trials, bails, plea court, sentencing hearing, mediation, jury selection); received positive recognition from Honourable Justice Wong for outstanding professionalism and stamina during trial.
- Conduct administrative duties such as taking phone calls from court offices, relaying messages to attorneys and Provincial Justices, and demonstrate strong organization and time management skills.

Henderson Reporting & Transcribing Inc., Toronto, Ontario

Transcriber, 2018–2019

- Converted audio and video records of spoken words during witness testimonies into official court transcripts.
- Edited grammatical errors, unclear comments recorded in courtrooms, roadside stops, and police investigation interviews.

The Boulevard Club, Toronto, Ontario

Swim Safety Instructor / Senior Lifeguard, 2012–2016

- Taught multiple (2-12) students (ages 4-12) at a time regarding swim safety techniques and first aid using the Red Cross and Life Saving Society standards.
- Communicated with parents or guardians of students to highlight achievements and areas requiring improvement.
- Coordinated co-lifeguards during swim meet competitions; managed shift-rotation and verbally clarified distinct duties for each lifeguard.

Community Placement Learning Program, Toronto, Ontario

Scadding Court Community Centre (SCCC) & Restore FIBI (Families Impacted by Incarceration)

Placement and Field Research Student (Volunteer), 2019–2020

- Analyzed potential patterns with respect to some of the negative effects on families as a result of an incarcerated relative and current services available to address the effects under Restore FIBI
- Conducted informal field-research which focused on the involvement of at-risk youth in gun violence (SCCC).
- Observed and collected qualitative data from community consultations facilitated by representatives of SCCC and residents of Alexandra Park Region.
- Managed meeting minutes and action plans for NDP MPP Chris Glover, Louis March, and other representatives from community development organizations such as; *TO Cares*, and *Zero Gun Violence Movement*.

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Proficiency in English, Conversational/Advanced Korean, and Beginner French
- Percussionist/Pianist, Royal Conservatory of Music
- Taekwondo black belt 4th degree and former martial arts instructor, World Taekwondo Federation
- Canadian-American Citizenship
- Typing Speed: 80 words/minute

Jessica Pan

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

York University, Toronto, Ontario
Bachelor of Communications, 2018

- Graduated *summa cum laude*
- Dean's Honours List 2014-2018

EMPLOYMENT EXPERIENCE

York University, Toronto, Ontario
Research Assistant, 2019-2020

- Worked with York University Professor Jonathan Obar to design a research methodology that evaluates the level of transparency internet carriers disclose on their websites concerning their Internet Traffic Management Policies (ITMPs)
- Determined 10 criteria with Professor Obar upon which 42 prominent Canadian Internet Service Providers (ISPs) were assessed
- Analyzed each ISP's terms of service contracts and network management policies, designating 'stars' for each criterion met
- Discussed scores with each carrier through email, explaining the research methodology developed and used to assess the transparency of their network management practices
- Prepared and presented an academic research poster for the York University *Dean's Award for Research Excellence* conference
- Currently assisting Professor Obar in the preparation of an academic paper on the research project, to be published in academic journals

Thales, Toronto, Ontario

Communications Intern, September 2017-December 2017

- Handled administrative tasks as part of a team of Communications officers in a fast-paced environment
- Coordinated meetings with other departments within the company and recorded minutes to provide an accurate summary of what was discussed for future reference
- Maintained the intra-company website with contact details, events planned, and reference documents
- Supported the Head of Communications in writing articles written for internal and external circulation

Cole Haan, North York, Ontario

Sales Representative, 2015-2016

- Operated the cash register and increased customer sign-ups for the Cole Haan email program, building a loyal base of return customers
- Trained new coworkers to work as a cashier, demonstrating leadership and confidence in positions of mentorship
- Led and advised coworkers on return and exchange processes, maintaining a friendly disposition to both customers and members of staff

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Recipient of York University *Dean's Award for Research Excellence* (2019)
- Conversational Mandarin and German, beginner French
- Interested in net neutrality, internet carrier transparency and disclosure, network management policies, and terms of service contractual consent

Priyanka Patel

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of Toronto, Toronto, ON

Master of Arts, 2017

- Specialization in Criminology and Sociolegal Studies
- Recipient of Canada Graduate Scholarships – Master’s Program, 2016
- Recipient of Mary H. Beatty Fellowship, 2016

Queen’s University, Kingston, ON

Honours Bachelor of Arts, 2016

- Major in Sociology, minor in Gender Studies
- Recipient of Dean’s Special Award, 2013-2015
- Dean’s Honour List with Distinction, 2013-2016

EMPLOYMENT EXPERIENCE

Native Child and Family Services of Toronto, Toronto, ON

Women’s Transitional House Support Staff, 2019-2020

- Upheld a safe and supportive living environment for 29 Indigenous women and children facing precarious housing by building strong interpersonal connections with the residents and demonstrating knowledge of pertinent culturally grounded resources
- Maintained complete documentation of house activities by providing written and verbal assessments of residents’ participation in programming, recording incidents of crisis intervention and dispute resolution, and debriefing staff members on relevant information while adhering to strict confidentiality protocols
- Trained incoming support staff in assisting residents with day-to-day routines of the household and overseeing the safety and security of the house to ensure continuous quality care of residents

University of Ottawa, Ottawa, ON

Teaching Assistant, 2017–2019

- Worked closely with a number of professors in the Department of Criminology to augment and assess student learning in undergraduate courses such as Research Methodology in Criminology, Community Action and Intervention in Criminology, and Prison, Community, and the Deprivation of Liberty through grading examinations and assignments based on devised rubrics
- Fostered an environment conducive to student success by establishing active and tactful communication with students and holding regular office hours to discuss concerns regarding course material, assignments, examinations, and grades
- Instructed a class of 80 undergraduate students on the current literature surrounding the gendered and racialized implications of imprisonment, probation, and parole in Canada through preparing and delivering a dynamic lecture on the topic and eliciting participation by students through use of audio-visual material, discussion questions, and active-learning activities

Mondelēz International, Administrative Assistant, 2016

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Presented research papers “Policing Victims: Understanding Law Enforcement Interactions with Abused Women” at Saint Mary’s University in 2018, “The East-West Dichotomy: Contemporary and Historical Representations of Indian Bodies” at Queen’s University in 2018, and “A Vision of Solidarity between Indigenous Peoples and People of Colour Towards Dismantling Settler Colonialism” at the University of Toronto in 2017
- Member, Carceral Studies Research Collective Steering Committee, 2019
- Crisis-Line Counsellor, Ottawa Rape Crisis Centre, 2019
- Race and Ethnicity Caucus Financial Officer, University of Toronto Graduate Students’ Union, 2017
- Passions include outdoor gardening, exploring international cuisine through home cooking, and reading fiction

Sonja Perisic

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

University of Toronto, Toronto, Ontario
Honours Bachelor of Arts, 2020

- Specialization in English Literature and Ethics, Society and Law
- Recipient of the C.L. Burton Scholarship (2017) and CIE International Experience Award (2019)
- Graduated with High Distinction
- Dean's Honour List, 2017-2020

EMPLOYMENT EXPERIENCE

TutorBright English Language/Writing Tutor, Toronto, Ontario
Teaching instructor, summer 2016

- Communicated proficient writing and analytical skills to help students form an outstanding thesis and improve overall writing, critical thinking, structure, grammar and vocabulary
- Learned to thrive in deadline-oriented, high pressure situations such as taking on multiple students and offering additional support as they approached their finals
- Innovated new and helpful teaching techniques and exercises based on specific client needs
- Researched and conducted evaluations according to company standards in order to provide students with the best learning experience

Urban Outfitters, Toronto, Ontario
Brand Ambassador, 2019-Present

- Performed various duties related to customer service such as opening up conversation, providing personalized product guidance and collaborating with team members to drive sales
- Assisted with social media advertising efforts through co-managing the location's Instagram page
- Established strong customer base and built a rapport with new clientele to ensure future business
- Executed daily department tasks with professionalism and ease including creating store displays, remerchandising, transferring merchandise, inventory control, and processing transactions

Toronto Biennial of Art, Toronto, Ontario

Artist Guide and Gallery Assistant (Volunteer), 2019

- Presented understandings of Canadian, Indigenous, and international contemporary art to visitors
- Performed day-to-day maintenance: opening and closing, processing payments and helping with installation
- Researched artist biographies and encompassed unique information in each exhibition to better deliver the subject matter of the art

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Conversational in French and bilingual in Serbian
- Areas of academic interest include philosophy, criminal justice reform, critical race theory, environmental justice, international and immigration law, economics and history
- Volunteered at Journalists for Human Rights (JHR) and Fashion Takes Action in Toronto
- Passion for film, filmmaking and photography

Chayce Perkins

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Queen's University, Kingston, ON

Bachelor of Arts (Honours), 2020

- Major in Political Studies
- Dean's Honour List, 2020
- Scholarship of Excellence Recipient, 2016

EMPLOYMENT EXPERIENCE

Arts & Science Undergraduate Society of Queen's University, Kingston, ON

President & CEO, 2019–2020

- Led a non-profit student advocacy organization representing 12,500+ students, with an annual operating budget of \$1,500,000, 10 salaried employees, and 2,000+ volunteers
- Delivered 10+ projects including the distribution of \$100,000 in undergraduate scholarships and awards, the planning of an off-campus alumni networking summit with over 100 attendees, the creation of 5 new positions pertaining to student professional development and wellness
- Advanced evidence-driven recommendations to various levels of administration based on student interest, including successfully advocating for an enhanced university Fall Reading Break, conducting regular policy reviews on University-wide regulations, and advocating for changes to student academic policy and procedures within the Faculty of Arts & Science

Ontario Ministry of the Attorney General, Hamilton, ON

Legal Administrative Assistant, 2018

- Applied relevant statutes, regulations, policies and practices such as Rules of Criminal Procedure, criminal prosecution programs, and court procedures to assist in various court proceedings and matters under the Office of the Crown Attorney
- Maintained knowledge of legal processes to prepare legal documents, liaise with staff in other field offices regarding prosecution matters, and communicated policy and procedures with police, victims/witnesses, media, court staff and the general public

Office of the Hon. Dave Levac (Speaker of the House/MPP Brantford-Brant), Brantford, ON

Intern, 2017

- Corresponded with various ministry representatives to work on special projects and assist local constituents in Brantford-Brant
- Regularly produced issue-based correspondence, including letters to ministries and other government representatives, op-eds for local newspapers and media/press releases on behalf of the Speaker
- Planned various community fundraisers and served as a representative for the Speaker at local events and government announcements, including leading of the Speaker's most successful annual summer fundraiser

Queen's University Faculty of Arts & Science, Instructional Design & Teaching Assistant, 2020

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Served in various student government roles under the Alma Mater Society of Queen's and alongside the Ontario Undergraduate Student Alliance, including as Academic Affairs External Advocacy Coordinator and Provincial Advocacy Committee Chair
- Supported the Queen's student experience as an ArtSci Orientation Week Leader and Coordinator, Political Studies Department Student Council Events Coordinator, and Campus Tour Guide
- Presented as a guest speaker at both Queen's Model United Nations and Jack.Org Queen's Chapter Annual Summit on the topics of mental wellness, student advocacy, and involvement in extracurricular settings
- Delegate at Queen's Model Parliament (2018) & Ontario Undergraduate Student Alliance General Assembly (2017)
- Recipient of the Agnes Benidickson Tricolour Award in recognition of valuable and distinguished service to Queen's University

Illya Petukhov

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2019

University of Toronto, Toronto, ON
Honours Bachelor of Arts, 2018

- Double Major in International Relations and French Linguistics

EMPLOYMENT EXPERIENCE

O.C. Tanner Company, Burlington, ON
Bilingual Client Representative, 2018 – 2020

- Assisted recipients and clients of company recognition programs in facilitating the placement, tracking, and editing of orders, and helped familiarise recipients and clients with details relevant to their recognition programs, in both English and French.
- Worked on several other projects including product quality control, translation and proofreading, and redirection of undeliverable recognition award orders.
- Logged over 13,000 combined email and telephone cases in detail using Salesforce and Microsoft Dynamics 365.

University of Toronto, Toronto, ON
Research Assistant, 2018

- Collected data and assisted in forming a background for a federally funded research study in sociolinguistics, focusing on the English variable ING.
- Researched and summarised relevant research studies to provide a richer base for the study at hand.
- Independently documented over 650 data points observed from recordings of English speakers according to a coding protocol.
- Annotated over 300 of those data points with detailed comments regarding phonetic particularities and other features of interest that would be of use for the study.

Tom Smok, Royal LePage Signature Realty, Mississauga, ON
Secretary/Marketing Assistant, 2013 – 2018

- Supported front office processes, booking as many as 10 appointments and responding to or making 5-20 telephone calls daily.
- Developed prospective clients, researching and providing information on housing sectors and neighbourhoods.
- Revised presentations, video screenplays, reports, website posts, and other written communications.
- Reviewed marketing strategies, editing marketing collateral and advising on flyer design.

EuroMax Foods, Deli Clerk, 2016 – 2017

Rotary Club of Etobicoke, Volunteer, 2013

Angelika Tseben, Royal LePage Signature Realty, Secretary, 2012 – 2013

Glenforest Secondary School, French Teaching Assistant (Volunteer), 2012

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Designed a study, researched, and presented findings about French language learners' ability to disambiguate clauses based on prosodic boundaries to researchers and students at Glendon College's *Mini-Colloque de Linguistique* in 2018.
- Advanced oral and written French; native speaker of Russian and Ukrainian; practical ability in Polish and Spanish; novice skills in Latin; currently working more on Mandarin Chinese and German.
- Experience with C, Python, HTML, CSS, JavaScript, and SQL gained from Harvard's CS50x online computer science course.
- Interest in video and audio editing; experience with MAGIX Vegas Pro for making montages and audio mixes.
- Assisted at Burlington Food Bank and Halton Women's Place as part of O.C. Tanner's volunteer program in 2019 and 2020.
- Recipient of International Baccalaureate Excellence Award in Standard Level French B.
- Hockey and soccer enthusiast; recipient of sportsmanship award from the Lorne Park Hockey Association.

James Phan

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of Toronto, Toronto, Ontario
Bachelor of Arts, 2016

- Specialization in Political Science

EMPLOYMENT EXPERIENCE

United Way Greater Toronto, Toronto, Ontario
Administrative Assistant, February 2020 – August 2020

- Coordinated and managed the team's schedule including arranging and confirming appointments/meetings, prioritizing requests for time to create an efficient agenda, travel arrangements, invitations, conference calls, and speaking engagements with volunteers, committee members, staff and the public
- Coordinated meetings, seminars and workshops, including scheduling, preparation of agenda and meetings materials, taking minutes, managing participants, catering and logistics
- Processed and tracked payments for contracts and prepared monthly expense reports
- Maintained relevant information and data in databases such as Salesforce, Blackbaud CRM, and GO
- Organized, maintained and updated electronic, paper filing and data systems
- Prepared and drafted agreements, presentations, correspondence, memos and reports
- Coordinated a Salesforce database project to keep track of all our agency participant info by maintaining the schedule, providing updates to relevant parties, and keeping track of any issues

United Way Greater Toronto, Toronto, Ontario
Help Line and Online Campaign Support, August 2019 – January 2020

- Launched workplace online fundraising campaign configuration, email creation and validation with stakeholders through United Way's donation platform @work
- Accurately logged and updated requests for assistance using Spiceworks, an online ticketing system
- Efficiently and promptly resolved or escalated donor and campaign workplace inquiries on our online ticket system
- Responded and prioritized inbound telephone, voice mail, and e-mail requests for assistance
- Provided guidance for workplace contact to review their online campaign setup for accuracy and ensure it meets expectations prior to campaign launch
- Compiled quantitative and qualitative information and reports to help analyze online campaign results
- Provided data entry support and customized reporting to clients and Account Service Managers

CIBC, Toronto, Ontario
Settlement Officer, February 2018 – September 2018

- Handled complex trade review, settlement and confirmation activities and responded to queries from large value corporate clients
- Researched and investigated more complex trade issues escalated to ensure accurate reporting for auditing
- Identified and resolved in a timely manner complicated issues or situations that required further analysis or investigation for clients
- Verified and released payments to clients within specified timelines to ensure accuracy of information and timely processing of payment
- Monitored error queues in the confirmation and settlement processing system
- Analyzed and corrected discrepancies and errors of trades

Normerica, Buyer, 2017 – 2018

University of Toronto, Library Circulation Assistant, 2012 - 2015

Juliana Prah

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient Entrance Scholarship, 2020

Ryerson University, Toronto, ON
Certificate of Economics, 2020

- Graduated with Distinction- cumulative GPA 3.95

McGill University, Montreal, QC
Bachelor of Arts, 2015

- Double major in English Literature and History
- Final year GPA 3.7

EMPLOYMENT EXPERIENCE

Canadian Broadcasting Corporation (CBC), Toronto, ON
Digital Integrated Account Lead, 2019-2020

- Managed advertising sales accounts and campaign budgets of \$100K+ including the development of digital solutions, campaign creation, cost negotiation, and closing sales opportunities with new and existing clients to build revenue
- Developed innovative strategies to meet business targets and increase revenue; aggressively pursued and created new business opportunities to expand the client base, support revenue generation, and increase territory
- Created and managed sales plans and tactics for digital platforms including native, social, programmatic, and podcasting
- Researched industry trends and statistics to best implement strategic solutions to meet and exceed campaign goals

Canadian Broadcasting Corporation (CBC), Toronto, ON
Digital Ad Operations Specialist, 2018-2019

- Implemented, monitored, and optimized campaigns to a minimum achievement of 90%; successfully collaborated with clients, sales, and technical teams to ensure campaign performance
- Forecasted system availability to manage booking requests, developed strategies to meet targets and enhance revenue
- Created and maintained strong client relationships; provided weekly, monthly and quarterly reporting and forecasting

Dentsu Aegis Network, Toronto, ON
Media Buyer, 2018–2019

- Managed \$1M+ budgets and achieved each campaign to a minimum of 95% for both TV and Radio
- Negotiated cost-efficient schedules on behalf of clients, researched and implemented best allocation of campaign spend based on media measurement (audience/ratings)
- Conducted campaign analysis and maintenance across various markets, compiled posting data, prepared post-buys, and completed revisions and proposal entries in a timely manner

Dentsu Aegis Network, Media Assistant, 2017–2018

Morneau Shepell, Benefits and Pension Representative, 2015–2017

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Intermediate French, proficient in Microsoft Office (Word, Excel, PowerPoint)
- Interests and Hobbies: English literature, travel, baking enthusiast
- Skills: public speaking, project management, campaign strategy & development

Hugh Ragan

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of entrance scholarship, 2020

Queen's University, Kingston, ON

Bachelor of Arts, Honour's Economics, 2014

- Specialization in microeconomics, environmental policy and taxation
- Awarded special distinction for environmental economics paper "China's Forestry Crisis and Suggestions for the Future"
- Dean's Honour List, 2011 - 2012

EMPLOYMENT EXPERIENCE

The London Chef, Victoria, B.C.

General Manager, 2017 - 2019

- Created a business strategy with owners, and fulfilled it by overseeing all daily operations of their busy cooking school.
- Hired and trained all staff, managed their scheduling and acted as their point of contact for all questions and conflicts, significantly reducing business' dependence on owners.
- Overhauled company systems for hiring, training, scheduling, customer feedback and cooking class formats and prepared detailed manuals to be used by future managers.
- Expanded our range of class offerings by personally designing new educational and entertaining cooking classes, and expanded our roster of contracted chefs teaching their own classes tailored to our space and clientele.
- Managed all variable and capital expenses in a budget of \$750,000.

The London Chef, Victoria, B.C.

Executive Chef, 2016 - 2017

- Taught engaging and informative cooking classes focused on cooking technique, food culture and sustainable eating, to groups of up to 40+ people.
- Managed a team of 5 chefs in their preparation of cooking classes and catering events.
- Planned and executed the food service operations for catering events up to 250+ people.
- Managed ordering from, and payment to, all suppliers.
- Greatly increased our supplier network to include more small, local producers.
- Liaised directly with prospective clients to develop menus, plan events, coordinate vendors, and determine pricing.

Leverett Estate, Hawke's Bay, New Zealand

Assistant winemaker, 2015

- Contributed to all aspects of wine production from harvesting to bottling.
- Learned constraints faced by small wine label producing for an international market.
- Worked in internationally diverse team of winemakers in a dynamic, fast-paced environment.

Mackin Creek Farm, Organic Farm Assistant, 2014. Built loyal clientele and co-managed successful 5-acre organic market garden.

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Captain – Queen's University Water Polo Team; unfortunately, without any podium finishes!
- Volunteer Cooking Instructor – John Howard Society; Provided employment skills training to disadvantaged youth
- Volunteer Chef – Vitoria Healthy People; Provided nutritional and culinary education to penitentiary inmates
- Interned extensively in agricultural, viticultural and culinary positions in France, New Zealand, Canada and the United States
- Advanced oral and written French

Serena Rawn

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Bishop's University, Sherbrooke, Quebec

Bachelor of Science (Honours), 2020

- Specialization in Chemistry
- Student Representative to Chemistry Hiring Committee, Bishop's University April 2019
- Honour Roll: 2018-2019, 2019-2020

EMPLOYMENT EXPERIENCE

City of Ottawa, Ottawa, Ontario

Lifeguard and Aquatic Instructor, March 2015 - present

- Planned and taught students to swim in a safe and fun environment
- Ensured safety of all patrons in and around the pool, and all amenities within the recreation facility
- Communicated effectively with parents and children during and after swimming lessons

Bishop's University, Sherbrooke, Quebec

Lab Demonstrator, Chemistry Department, September 2018 – April 2020

- Assisted staff with student instruction during laboratory courses for the General Chemistry I, Analytical I, Organic Chemistry II Labs; marked lab reports for the General Chemistry I Lab, and assignments for the Chemical Spectroscopy and Spectrometry course
- Advised and guided students by answering questions and performing demonstrations throughout laboratory periods
- Reviewed work of students to ensure that they properly understood all of the steps of the experiments to be performed as well as the theory behind them
- Observed students throughout laboratory periods to ensure safety of participants and the laboratory environment

Bishop's University, Sherbrooke, Quebec

Laboratory Assistant, Chemistry Department, September 2018 – April 2020

- Prepared for all experiments to be conducted by the chemistry students in advance of each laboratory period
- Tasks included independently preparing solutions, calibrating balances, and setting up lab demonstrations
- Confirmed that the laboratories were fully stocked and cleaned before and after lab sessions, and performed any other tasks requested by the laboratory technician

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Certified National Lifeguard, Standard First Aid with CPR-C (Lifesaving Society), Water Safety Instructor (Red Cross)
- Intermediate-level French (oral and written)
- Bishop's University: Van Horn Memorial Scholarship (2016-2017), Dr. Robert M. Brown Chemistry Award (2018-2019), The Albert Kuehner Memorial Prize in Chemistry (2020), The University Prize in Chemistry (2020)
- Canadian Society for Chemistry Silver Medal, 2019
- Chemistry Club, Bishop's University, Member 2017 – 2018; Co-Lead 2018 – 2020
- Member of American Chemical Society (August 2019 – present)
- Leader (September 2018) and Academic Judge (September 2019) for Bishop's University Orientation Week
- Recipient of Ladies Auxiliary Scholarship, Royal Canadian Legion, November 2016
- Royal Conservatory of Music: Grade 8 Flute (First Class Honours), and proficient playing the oboe
- Hobbies include: cooking, paddle boarding, reading, swimming, water aerobics, and yoga
- Passionate about the further development of science and environmental policy

Madison Ropac

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

York University, Toronto, ON

Bachelor of Arts, Honours in Cognitive Science, 2020

- Specialization in Psychology and Philosophy
- Major Research Paper Topic: ADHD Comorbid with SUD's and the Prescription of Stimulant Medications as a Treatment Option

EMPLOYMENT EXPERIENCE

York University, Toronto, ON

Research Assistant, September 2019 - September 2020

- Assisted with 2 major studies conducted in the Perceptual and Neuroscience Laboratory (one explored sex and sexual orientation differences in perceptual processing, and the second investigated changes in neurotransmitters after ThetaBurst Stimulation in the Occipital Cortex)
- Overhauled an ongoing study by developing and building it completely online, using PsychoPy and Pavlovia, resulting in uninterrupted collection of data during the pandemic
- Recruited participants for the online study using URPP and other online recruitment tools to maintain involvement in ongoing studies while Universities were closed
- Analyzed incoming quantitative research data collected online using Excel and R for over 100 participants
- Researched past studies on topics of interest and systematized the collected information, in order to have one cohesive document with all relevant information

The Towne Shoppe, Amherstburg, ON

Clothing Store Manager, 2018-2019

- Managed and reinvented the company's Instagram page by creating a content schedule and running giveaways, which increased store visits by 32%
- Analyzed sales records in order to identify optimal times for promotions and flash sales, resulting in a 17% increase in monthly sales
- Oversaw the inventory management process by sorting old and new inventory and scheduling appointments with new potential brands to be sold in the store

Rock Bottom Bar & Grill, Windsor, ON

Server, 2015- 2019

- Delivered exceptional customer service by providing quick and efficient service to tables, resulting in constant praise by customers and several regular customers
- Planned events for holidays and organized promotions to increase sales and attract repeat business from customers
- Recommended menu items to customers based on customer needs and preferences, including food allergies and intolerances to ensure all guests were satisfied with their meals and enjoyed a safe environment
- Resolved any complaints in a professional manner, maintaining guests leave pleased with their experience

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Proficient in statistics software (R), experiment building (Psychopy) & online data collection (Pavlovia)
- Certificate for Sexual Violence Response and Awareness, York University (2018)
- Member of the Perceptual Neuroscience Laboratory at York University
- Annual Volunteer at a local cook-off party, raising over \$30,000 in 2018, with all proceeds going to the Amherstburg Heroes
- Alumni of Operation Groundswell, a nonprofit organization dedicated to socially conscious and globally active ethical volunteering and travelling
- Avid traveller

Ruth Rosalle

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship 2020

Humber College, Toronto, ON

Post Graduate Certificate in Creative Writing, 2019

- Specialization in fiction with course work on communications, editing for publication, and writing for media

University of Toronto, Toronto, ON

Honours Bachelor of Arts with Distinction, 2019

- Double Major in Political Science and Criminology & Sociological Studies
- Selected to attend the 2019 Manitoulin Island Summer Historical Institute archival research trip and conference in partnership with the Ojibwe Cultural Foundation, York University, and the Indigenous communities of Manitoulin Island

EMPLOYMENT EXPERIENCE

inHEALTH, Markham, ON

Legal Document Specialist and Client Management Associate, December 2019–Present

- Analyzed and summarized legal documents from the Ontario License Appeal Tribunal (LAT) for inHEALTH's LAT Compendium, which specializes in automobile insurance related disputes
- Analyzed the effectiveness of product delivery and client engagement on a weekly, monthly and quarterly basis to communicate the results and gap analysis findings to management
- Researched adjudicated decisions from the LAT and the Financial Services Commission of Ontario to manage the accident benefit and fact centered queries of clients
- Created branded messaging for the company website, marketing on social media, sales campaigns, and newsletters
- Completed file transfers, claims inquiries, accident benefits documents, and survey distribution on behalf of Allstate Insurance

Cotton Candy Events Casting, Toronto, ON

Brand Ambassador, August 2019–Present

- Provide prospective customers and eventgoers with detailed brand information at experiential marketing events to achieve sales, brand awareness, distribution, and customer engagement goals of clients
- Document and reported inventory, feedback, and sales using various modes of data entry to management and clients

Loblaws, Pickering, ON

Supervisor, Customer Service Representative, and Administrative Assistant, September 2015 – February 2020

- Completed data entry, filing, documentation, training, and cash handling related tasks associated with the operation and management of the Front End Department (Customer Service and Cash)
- Communicated changes to the PC Optimum loyalty program to shoppers and staff during meetings, the PC Points Anniversary and numerous PC Eat Together campaigns
- Provided customers with a positive shopping experience while processing orders and managing the Customer Service Desk

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Volunteer with Bendale Acres Long-Term Care Home, Camp Journey, and the Manitoulin Island Summer Historical Institute
- Private Mathematics and Science Tutor for students ages 8-16 from January 2015 to March 2020
- Assisted with the 2018 workshop on Indigenous beading coordinated by the University of Toronto's Criminology Department
- Volunteer painter for the 2018 Appreciation Mural presented to Pikangikum First Nation from Markham District High School
- Volunteer at the 2018 annual meeting of the Law and Society Association in Toronto
- Conversational Greek; beginner French
- Sports enthusiast, avid reader, and lover of the outdoors

Faryal Roshan

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

Recipient of Entrance Scholarship, 2020

University of Toronto, Toronto, Ontario

Honours Bachelors of Arts, 2014

- Specialization in Economics and Political Science
- 4th Year Honours List
- Bladen Prize in Economics

EMPLOYMENT EXPERIENCE

Regional Municipality of Peel, Brampton, Ontario

Early Years & Child Care Analyst, July 2018 - Present

- Conducted quantitative and statistical analysis grounded on evidence-based research to inform policy decisions that align with Peel's Early Years and Child Care priorities
- Developed strategic funding models based on quantitative research and analysis to determine allocation amounts for each funding program
- Provided strategic policy, analytical, evaluation, data gathering and planning support and established metrics and business intelligence mechanisms to support service system manager responsibilities as they relate to assessing the economic viability of Peel's child care system and the impact of public funding
- Developed a thorough knowledge of the various funding programs provided by the Region including Special Needs Resourcing, Licensed Home Childcare, EarlyON Child and Family Centres and the Ontario Child Care Service Management and Funding Guidelines

Metrolinx, Toronto, Ontario

Analyst, April 2018–July 2018

- Analyzed digital files and extracted relevant information using ArcGIS to complete metadata
- Detailed review of digital documents in Document Management System and compare information with existing metadata to verify accuracy and record issues
- Performed routine data controls, catalogues and indexes information for easy retrieval

Regional Municipality of Durham, Whitby, Ontario

Research Analyst (Co-op),

- Researched evidence-based global practices related to enhancing citizen experiences with government services
- Identified goals and aims of the citizen experience project and created a relevant research plan and data collection framework
- Effectively gathered and synthesized information through internal and external environmental scans and interviews
- Analyzed data and presented recommendations to enhance citizen experience at the Region

Going My Way? Understanding Carpooling within the Humber Community, Major Research Project, 2016-2017

- Constructed a detailed research plan in order to aid with the progression of the project
- Conducted information gathering through literature reviews, focus groups, surveys and interviews
- Lead the statistical analysis of quantitative data using SPSS as a tool to conduct tests such as ANOVA, and chi-squared
- Developed final deliverables in an oral and written manner through presentations and reports which outlined the findings and recommendations

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Proficient in Microsoft Office Suite (Word & Excel), SPSS, NVivo, HyperRESEARCH, and Google Analytics
- Advanced oral Urdu; beginner oral French

Ertiana Rrokaj

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of Toronto, Toronto, ON

Master of Applied Science, 2015

- Specialization in Environmental Engineering
- Recipient of Queen Elizabeth II Graduate Scholarship in Science and Technology, 2014

University of Toronto, Toronto, ON

Bachelor of Applied Science, 2013

- Specialization in Civil Engineering
- Dean's Honour List, 2013

EMPLOYMENT EXPERIENCE

Prime Minister's Office (Albania) – Agency of Water Resources Management, Tirana, ALBANIA

Intern (Volunteer), 2020

- Researched independently via scholarly articles on the topic of “Geothermal Water Resources of Albania”
- Analyzed information from other countries (e.g. the Netherlands, Germany, Italy) and adapted it for an Albanian context
- Communicated with Agency Director and procured report to summarize results and information acquired

Reinforced Earth Company Ltd., Mississauga, ON

Project Coordinator, 2016–2019

- Managed project schedules and cost; reviewed technical drawings, standards and specifications
- Communicated through various forms (phone, email, in-person) with Contractors, Engineers, and Private or Public Owners regarding project specifications, clarification of information, schedules and deliveries, site-management, etc.
- Prepared reports, proposals and presentations in time-efficient manner
- Represented Company in national engineering conferences, and co-authored papers published in *Proceedings from Canadian Society for Civil Engineering (CSCE) 2018 General Conference & 2017 General Conference*

Prof. B.E. Sleep – Groundwater Research Group, University of Toronto, ON

Graduate Researcher, 2013–2016

- Researched the topics of particle transport in aquifer fractures & groundwater contamination and remediation
- Developed analytical techniques, optimized testing procedures, conducted hydraulic and chemical experiments
- Analyzed experimental results using MS Excel applications and hydraulic transport models
- Presented Master's thesis at the *2015 Canadian Conference of International Association of Hydrogeologists (IAH-CNC)*

University of Toronto, Teaching Assistant (Dept. Civil & Mineral Engineering), 2013-2015

University of Toronto, Research Assistant (Structural Dynamics Research Group), 2012-2013

Golder Associates Ltd., Civil Engineering Intern (Materials & Pavement Group), Summer 2011

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Professional License: Professional Engineer, *Association of Professional Engineers of Ontario*, since February 2019
- Languages: English (*native*); French (*advanced*); Spanish (*basic*); Greek (*intermediate*); Albanian (*mother tongue*)
- Computing Skills: Microsoft Office (*advanced*); AutoCAD (*advanced*); Data Analysis: MATLAB, R, Python (*basic*), GIS (*basic*)
- Volunteer Experience: *Engineers Without Borders Canada* (2013-2015); *Ontario Water Works Association* (2013-2015); *Women in Science and Engineering* (2014-2015); *SickKids Centre for Community Mental Health* (2015)
- Interests: integration of science and public policy; water governance; French literature and philosophy; art history & visual arts

Benny Salamanca

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

Recipient of entrance scholarship, 2020

University of Toronto, Toronto, ON

Bachelors Honors, Canadian Studies Specialist, Minor in History and Indigenous Studies, 2020

- Despite academic rigor, has accomplished a four-year honor bachelor's degree in two and a half years
- Graduated with honors distinction
- Recipient of numerous scholarship awards from 2018 to 2020
- Under the supervision of the Canadian Studies director, has authored a 50-page senior thesis journal, "Indigenous Population's Overrepresentation in Canadian Jail System: An Intentional failure of Canada's Justice System?"

EMPLOYMENT EXPERIENCE

Telus, Vancouver, BC

Resource Manager, January 2013- December 2017

- Managed at least 150 technicians daily to address Telus internet, satellite, cable, and telephone customers with installation, upgrade, and repair
- Ensured that repair, installation, and upgrade requests were attended within the appointment booked by customers
- Achieved 99% daily completion rate by maintaining 99% technicians' service level to avoid missed repair, installation, and upgrade orders of Telus residential customers

PC Game Supply, Calgary, Alberta

Risk Management Analyst, June 2012- December 2012

- Analyzed the company's daily, weekly, and monthly sales report to prevent fraudulent transactions by creating and modifying membership and sale policies
- Have saved the company 95% financial loss monthly by rigorously managing membership and point of sale policy by proactively restricting risky accounts to complete any sale transactions
- Established programming and system attributes to only allow long time and trusted customers to fulfill substantial amount of check-outs

CIBC, Toronto, ON

Loan Officer, July 2009 to December 2011

- Approved and denied credit card applications and credit limit requests based on customers' credit report, income, and investments
- Saved the company innumerable monetary casualty by following strict credit assessment guidelines
- Reported fraudulent individuals who steal identity to credit bureaus and prevent financial risk not only for the victims but also financial institutions

Moneris, Financial Associate, July 2007– June 2009, Toronto, ON

Sitel Canada, Customer Service Representative, January 2007- June 2007, Toronto, ON

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

University of Toronto, Munk School of Global Affairs and Public Policy, May 2020- Present, Toronto, ON

- Engagement Volunteer and Facebook Group Administrator: Working with student council to plan and execute events to advocate community engagement, inclusivity, and diversity among Master of Public Policy and Global Affairs students

Asian Community Aids Services, September 2018- Present, Toronto, ON

- Outreach Volunteer: Supporting the Asian LGBTQ community through education surrounding HIV/AIDS/STI prevention and to break the stigma around HIV/AIDS

University of Toronto, Woodsworth College, September 2018- Present, Toronto, ON

- Academic Bridging Program Alumni Speaker: Guided mature students to fulfill their academic goals despite academic and personal challenges by sharing my own academic challenges and success

Molly Simpson

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of Toronto, Toronto, ON

Honours Bachelors of Arts with High Distinction, 2019

- Major in Criminology with a double minor in Political Science and Environmental Studies
- Dean's List, 2016-2019
- Recipient of the Victoria College Regents In-Course Scholarship (2016-2017), Jamie McEwan Memorial Scholarship (2018)

EMPLOYMENT EXPERIENCE

Victoria University Students Association Council, Toronto, ON

Chief Returning Officer, May 2018-April 2019

- Organized and facilitated two student elections, each with over twenty candidates and approximately 3500 potential voters.
- Created a new and comprehensive policy for student elections, which included chairing the steering committee
- Designed social media materials to clearly convey election information
- Oversaw the highest voter turnout election of all University of Toronto student governments during spring 2019
- Responsible for the work of one assistant and a student council member during the hiring process for the 2019-2020 Chief Returning Officer

Executive Transportation Services, Ontario Ministry of Transportation, Toronto, ON

Office Assistant, Summer 2018

- Led the reorganization of the office's document management system to increase staff and client access to data
- Completed assigned tasks in a timely fashion, including document processing; data management and file maintenance; sending and receiving mail; and ordering office supplies
- Managed and maintained several concurrent projects

Ontario Disability Support Program, Ontario Ministry of Community and Social Services, Toronto, ON

Customer Service Clerk, Summer 2017

- Performed reception duties, including registering clientele, collecting data, processing documents, and maintaining phone lines
- Maintained the office file room and organized the office for a pending move
- Worked in a challenging, high energy and time sensitive environment to ensure projects were finished on time and client needs were met

Gitxaala Nation Health Department, Research Assistant (volunteer), Summer 2016

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- University of Toronto, Faculty of Music Undergraduate Association, Chief Returning Officer, 2020
- Student Representative on the Victoria College Council, 2017-2018
- Active participant in University of Toronto campus theatre societies, recognized by the University of Toronto Drama Coalition for achievements in direction, stage management, set design, and costume design.
- Academic interests include criminal justice reform, with a particular interest in sentencing and punishment, and public health issues, particularly the current overdose crisis in Canada

Alicia Suen

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Collaborative Specialization in Contemporary East and Southeast Asian Studies
- Recipient of Entrance Scholarship, 2020

Carleton University, Ottawa, ON

Bachelor in Public Affairs and Policy Management (Honours) with High Distinction, 2019

- Specialization in Strategic Public Opinion and Policy Analysis, co-operative option
- Graduation Medalist: Senate Medal for Outstanding Academic Achievement
- Scholarship recipient (2015-2019), Dean's Honour List (2015-2019), Arthur Kroeger College National Scholarship (2015-2016)
- Wrote an undergraduate Honours Research Essay titled "Does Open Government Walk the Walk with Public Participation? Evaluating the Consultations for Canada's National Action Plan on Open Government"

EMPLOYMENT EXPERIENCE

Canada Mortgage and Housing Corporation, Audit and Evaluation, Ottawa, ON

Junior Program Evaluator, Sep 2019 - present

- Research the continued need of different areas of housing (e.g. shelters, social housing, rentals) by analyzing literature and data to inform the relevance of the National Housing Strategy programs. The end product will be a report with concise findings
- Support the conduct of the Rental Construction Financing Initiative program evaluation by devising feasible methodologies and working closely with consultants, with the aim of informing policy decisions and improving the program
- Co-led the creation of the corporate Student Network by writing communications, planning events, and working with individuals and executives across CMHC. The objective of the network is to enhance the student employee experience by fostering community, acting as a vehicle for student voices, and serving as an integration mechanism to the wider corporation

Statistics Canada, Social and Indigenous Statistics Division, Ottawa, ON

Student Analyst, May 2019 – Aug 2019

- Conducted a literature review of tools, methodologies, and approaches to measure the social impacts of arts and culture, with a focus on subjective wellbeing
- Explored new ways of collecting social data to better integrate across social survey programs, such as by linking administrative data and using new methods and modes of collection

Goss Gilroy Inc., Ottawa, ON

Research Assistant, Jan 2019 – Apr 2019

- Conducted qualitative and quantitative research for program evaluation and applied research projects, including literature and document reviews, cross-jurisdictional reviews, benchmarking exercises, interviews, focus groups, and data coding and analysis
 - Project subject areas include open government, temporary foreign workers, research funding programs, results-based management, school feeding programs in Haiti, evaluability assessments, social marketing, and more
 - Clients include Alberta Gov't, Treasury Board Secretariat, Jamaican Gov't, World Food Programme, Office of the Veteran's Ombudsman, Canadian Patient Safety Institute, and more
- Handled up to seven projects at any given time, meeting deadlines and producing high-quality work during a busy end-of-fiscal season
- Supported senior consultants in report writing, the preparation of proposals, and marketing activities for the firm

Employment and Social Development Canada, Chief Data Office, Junior Data Analyst, May 2018 – Dec 2018

Royal Canadian Mounted Police, Information Management Research Assistant, May 2017 – March 2018

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Intermediate French; intermediate Cantonese and Mandarin Chinese
- Member of the Library and Archives Youth Advisory Council (2018-2019)

Mehdi Tamadoni

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

Recipient of Entrance Scholarship, 2020

Ryerson University, Toronto, ON

Bachelor of Urban and Regional Planning with distinction, 2020

- Dean's Honour List, 2018, 2019

EMPLOYMENT EXPERIENCE

Faculty of Community Services at Ryerson University, Toronto, ON

Conducted research projects under the supervision of Professor Steven Webber on Employment Systems Planning of the Municipality of Halton Region (2019):

- Collaborated in analyzing Employment Areas of each lower-tier municipality within the Halton Region and created employment typologies and policy recommendations
- Produced a report on existing employment-related land-use policies applicable to Halton Region and presented a comparative analysis of employment policy frameworks in lower- and upper-tier official plans

Conducted research on Provincially Significant Employment Zones under the supervision of City of Toronto Planner Tom Ostler (2019):

- Developed economic profiles of the Provincially Significant Employment Zones (PSEZ) in the Greater Golden Horseshoe (GGH) and examined their role in sustaining economic growth across the region
- Presented findings to a group of planners and researchers from the Peel Region Municipality by using maps and diagrams to emphasize significant points and address questions and concerns
- Created a report examining the regional and local policy context for PSEZs by reviewing official plans and economic development strategies of upper- and single-tier municipalities and provided policy recommendations that reflect the economic change in the Province and the GGH

Pizza Rustica, Toronto, ON

General Manager, 2016-2020

- Promoted a stable work environment by encouraging and building mutual trust, respect, and cooperation among team members
- Executed efficient organization for special events by managing inventory to maximize profit
- Optimized productivity by recognizing staff strengths and assigning tasks accordingly

Capture Group Inc, Toronto, ON

Security, 2014-2017

- Identified potential issues by being proactive and effectively implemented appropriate solutions to ensure customer and staff safety and satisfaction
- Reported any issues to head security and management

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Student Member, Ontario Professional Planners Institute, 2018- Present
- Supervisor's Health and Safety Awareness Certificate, Toronto, 2014
- First Aid CPR and WHIMIS certificate, Toronto, 2014

John Tatsiou

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

York University, Toronto, ON

Spec. Honours Bachelor of Arts, Public Administration, 2020

- Co-authored two evaluations of programs in the Ministry of Transportation and Ministry of Government and Consumer Services. Served as lead researcher on one report and presented both to program directors
- Dean's Honour List, 2017-2020; Graduated Magna Cum Laude

EMPLOYMENT EXPERIENCE

Legislative Assembly of Ontario, Toronto, ON

Legislative Usher, August 2018 – Present

- Work within a small non-partisan team to ensure proper operations of parliamentary sessions and Assembly practices
- Interact with all Members of Parliament, party officials, government staff officials and the public to communicate information, provide customer service and ensure proper Legislative procedure
- Handle various high-profile documents, including Bills, records of Hansard, petitions, and results of votes, among others

Ministry of Energy, Northern Development and Mines, Toronto, ON

Co-op Student, September 2019 – March 2020

- Conducted original quantitative and qualitative research and analysis regarding the cancellation of 758 renewable energy contracts across Ontario
- Prepared internal policy documents, briefing notes and PowerPoint presentations on research findings and analysis
- Reported data findings and policy suggestions to senior policy analysts and divisional managers in formal presentations
- Handled Freedom of Information requests
- Compiled and collected external research into energy policy published by Canadian and international thinktanks, as well as foreign government energy policy to support future policy decisions among ministry analysts and identify best practices that can be applied to the Ontario energy sector

Ministry of the Attorney General, Toronto, ON

Office Assistant, Summer 2019

- Compiled, processed, and completed various work forms and documentation related to affairs within the Office of the Public Guardian and Trustee
- Undertook multiple projects, such as client vehicle audits, client life insurance reviews and province-wide property sales management tracking for persons deemed mentally incapacitated
- Managed client assets and was responsible for their organization, storage and distribution alongside relevant documentation
- Handled various administrative duties, including stakeholder engagement, photocopying, filing, etc.

Native Canadian Centre of Toronto, Program Coordinator (volunteer), 2017 – Present

Elections Ontario, Election Official, May – June 2018

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Recipient of York University Entrance Scholarship, Student Life Award and Continuing Student Scholarship (2016, 2019)
- Proficiency in English; conversational Greek; beginner Dutch
- Member of Golden Key Honour Society (2017 – Present)

Akshita Verma

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of the Entrance Scholarship, 2020

University of Waterloo, Waterloo, ON
Bachelor of Arts with Distinction, 2020

- Graduated from the Honours Economics and Business Co-operative program with a specialization in Public Policy
- Elected President of the University of Waterloo Economics Society; Participant Relations Manager for TEDxUW
- Authored a research paper on anti-corruption policies implemented in Canada and globally along with their effects on crime rates and bribery

EMPLOYMENT EXPERIENCE

CGI Group Inc., Toronto, Ontario

Project Management Officer, January 2019 - August 2019

- Conducted meetings with management executives and cross-functional teams globally to lead compliance for more than 35 CGI projects with profiles between \$45 thousand and \$60 million
- Led Project Manager (PM) level assessments across the GTA for individuals with Project Management Professional (PMP) certifications or for those starting PM roles to ensure project punctuality
- Analyzed and generated various PM reports to keep engagement teams accountable and on-track to comply with deadlines
- Automated a variety of internal procedures used by the Operations team to bring efficiency in keeping a record of client contracts, sharing decks across CGI globally and online record retention policies

Ontario Ministry of Economic Development, Job Creation & Trade, Toronto, Ontario

Junior Business Advisor, May 2018 – August 2018

- Conducted economic/financial analysis in support of lead generation activities for foreign direct investment (FDI)
- Formulated over 45 customized business cases for client companies totaling about \$40 million in potential investment
- Liaised with stakeholders and partners, including federal/provincial government diplomats and municipal consultants involved in economic development to support the planning and execution of lead generation activities

Northbridge Financial Corporation (A Fairfax Company), Toronto, Ontario

Business Development Coordinator, September 2017 – December 2017

- Led monthly reporting to analyze sales, business and market conditions to support strategic and operational initiatives
- Presented research on 'Enhanced Profitability through Digitization' to educate senior management on upcoming trends in the industry

Ontario Ministry of Infrastructure, Junior Policy Analyst, January 2017 – May 2017

- Conducted research and analysis to implement key initiatives under the Strategic Framework and Action Plan while recommending best practices to improve integration of capital planning
- Led an inter-jurisdictional scan to investigate the initiative of an integrated service and capital planning committee

KPMG, Corporate Tax Intern, May 2016 – July 2016

- Analyzed different case laws and tax incentives to find changes to existing tax rules and their implications on different industries

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- President at the UW Economics Society (January 2018 – December 2019)
- Participant Relations Manager at TEDxUW 2018 (May 2018 – December 2018)
- Orientation Leader at the University of Waterloo (2016)

Pamoda Wijekoon

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Queen's University, Kingston, Ontario

Honours Bachelor of Arts, 2020

- Major in Political Studies with a minor in World Languages
- Dean's Honours List, 2016-2020
- Academic Exchange at The Paris Institute of Political Studies (SciencesPo), Menton, France, Winter 2019

EMPLOYMENT EXPERIENCE

The Pigeon, Victoria, British Columbia

Internal Content Editor, 2020–Ongoing

- Founded online, grassroots-funded, publication focusing on national longform journalism from young Canadians.
- Sits on Board of Directors, determining future projects, internal management and funding, and ongoing branding and identity.
- Edit 3+ feature-length articles weekly for digital publication adherent to Canadian Press standards, Head Editor on all internally published articles and direct supervisor of *The Pigeon's* growing team of Staff Writers.
- Publish features monthly, researching and connecting with sources for interviews, and writing 1500-4000 word articles.
- Head biweekly online newsletter and manages design and distribution through Mailchimp.
- Illustrate traditional and digital art for publication, merchandise, and branding as part of the Design Team.

Queen's University, Kingston, Ontario

Queen's Journal Assistant Arts Editor, 2019–2020

- Produced written articles for issues released twice weekly, focusing on music, art, and books in the Kingston area.
- Served on Editorial Board and edited contributor articles.
- Formatted and designed physical layout for the newspaper using Adobe InDesign and Photoshop software.

Queen's University Admissions and Recruitment, Kingston, Ontario

Tour Guide & Co-Chair of the Indigenous Liaison Committee, 2018-2020

- Prepared and delivered tours of Queen's University campus and worked as front desk staff for Admissions and Recruitment.
- Wrote proposals to found the Indigenous Liaison Committee and for subsequent programming, as well as progress reports for University administration.
- Worked with Indigenous students and staff to create and administer cultural sensitivity training targeted to tour guides, as well as developed specific tours and admissions materials for prospective Indigenous students.

Common Ground Coffeehouse & The Brew, Kitchen Staff and Barista, 2018-2020

Queen's University Arts and Science Undergraduate Society, ASUS Camps Counselor, 2019

Queen's University Arts and Science Undergraduate Society, Orientation Coordinator, 2017-2018

City of Kingston, Cultural Heritage Interpretation and Programming Student, 2018-2019

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Fluent in French and Sinhalese; advanced oral and written German; beginner Arabic and Norwegian Bokmål.
- Volunteered with Frontier College in Kingston, as a Session Leader from 2017-2018, and as the Summer Coordinator in 2019, working weekly with children aged 1-12 in local family shelters on literacy and math skills.
- Worked on the Queen's University Undergraduate Review Editorial Board, 2019-2020, evaluating prose, poetry, academic and artistic submissions, and planning and executing marketing events in cooperation with team members and University officials.
- Published poetry in *Reverie Review*, *The Undergraduate Review*, *Ultraviolet* and *Collective Reflections*.
- Skilled in Microsoft Office, R, Adobe Photoshop and InDesign, Canva, WordPress, and Mailchimp.
- Avid reader, painter and podcast-listener, with a love for running and languages.

Claire Willmer

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

McMaster University, Hamilton, ON
Honours Bachelor of Science, 2020

- Specialization in Chemical Biology Co-op
- Dean's Honour List, 2016-2020

EMPLOYMENT EXPERIENCE

McMaster University, Hamilton, ON

Laboratory Teaching Assistant, September 2018–April 2020

- Exhibited strong leadership skills by providing clear direction and encouraging inquisitiveness to create a safe and welcoming laboratory environment for first year undergraduate students
- Assisted students in the completion of their laboratory work by answering questions in a clear manner and providing constructive feedback. Prompted students to consider the rationale behind their experiments to further their learning

FCB Health, Toronto, ON

Account Services Intern, May 2019–December 2019

- Oversaw multiple pharmaceutical advertising projects from inception to completion, monitoring project status and ensuring that all of the components were on track for delivery
- Exhibited responsibility and leadership in coordinating team meetings, delegating tasks, and sharing status reports with team members in an efficient and easy to understand manner
- Meticulously ensured that all materials required were obtained prior to deadlines, ensuring smooth and streamlined presentations to clients as well as to other team members

McMaster University SCCE, Hamilton, ON

Administrative Assistant, August 2018–September 2018

- Demonstrated initiative in compiling peer input to develop the structure of a new mentorship program.
- Implemented the program to benefit over 100 incoming co-operative education students, keeping their unique needs in mind
- Anticipated student needs in the matching of mentors with an appropriate mentee to ensure the effectiveness of the mentorship program, demonstrating foresight and analytical thinking

Hamilton Allergy, Hamilton, ON

Research and Administration Co-op Student, January 2018–April 2018

- Transcribed and critically edited notes on patient encounters and physician referrals to ensure clear, concise communication between medical offices and to maintain high quality of patient care
- Conducted research based on an observational trial of early childhood peanut introduction and compiled results in a clear, vibrant, and easy to understand poster. Received an award for best poster presented by a research staff member

STEM Camp, Camp Director, June 2017–August 2017

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Intermediate level oral and written French
- Recipient of Chemical Biology Thesis Presentation Award (2019) in recognition of an outstanding thesis presentation
- Volunteer Music Instructor (2015-2020) with MusicBox McMaster, an organization that strives to bring music education to underprivileged children
- Volunteer Peer Mentor (2019-2020) with McMaster University SCCE, to assist incoming co-operative education students with their transition to the program and in obtaining a suitable co-operative education position
- Passionate about social policy

Samantha Somer Wilson

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Queen's University, Kingston, Ontario

Master of Arts, 2019

- Specialization in Classics
- Graduated summa cum laude
- Recipient of the Graduate Award, 2018
- Recipient of the Graduate Entrance Award, 2017

Queen's University, Kingston, Ontario

Bachelor of Honours (BAH), 2017

- Specialization in Classics
- Dean's Honour List with Distinction, 2016-2017
- Dean's Honour List, 2015-2016

EMPLOYMENT EXPERIENCE

Department of Classics, Queen's University, Kingston, Ontario

Research Assistant, May-September 2018 and 2019

- Researched the professors who worked for the Classics Department at Queen's University between 1841-2019
- Located and acquired, through investigative research, all the published works written by professors within the Classics Department at Queen's University between 1841-2019
- Amalgamated all acquired works and created a mini library located within the Classics Department at Queen's University
- Created an online library catalogue, searchable by author, title, date, publication year, publisher, and ISBN number

Department of Classics, Queen's University, Kingston, Ontario

Teaching Assistant, 2017-2019

- Created weekly lesson plans and taught a weekly Latin tutorial comprised of 30 students
- Identified and utilized different methods to explain difficult linguistic and grammatical concepts to students in order to cater to several different learning styles
- Evaluated student's progress in tutorial and also graded all quizzes, tests and exams
- Communicated with the Latin professor on a weekly basis regarding student progress, in order to identify topics and concepts that required more attention and class time

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Cast in lead and supporting actress roles in various movies, television shows, and stage productions
- Non-Academic Awards:
 - Best Actress in a Short Film at the Tulsa International Film Festival in 2011.
 - Outstanding Achievement by a Young Actress in a Play, Canadian Stage, 2009.
 - Best Performer, Interlochen Center for the Arts, Michigan, 2007, 2008, and 2009.
- Languages: English (Native), Hebrew (Intermediate), Latin (Proficient in Reading), Ancient Greek (Proficient in Reading)
- Avid reader, who also enjoys translating and studying new languages. Also enjoys keeping physically active by working out, dancing, running, boxing, hiking, calisthenics, and playing with my dogs!

Jianan Xu

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of Toronto Scarborough (UTSC), Toronto, ON
Honours Bachelor of Arts with High Distinction, 2019

- Specialization in International Development Studies, Minors in Economics
- BA Thesis: Participatory Land Tenure Reform?—Contested Features of the Communal Property Association Policy in South Africa, 2019
- Dean's List, 2015 – 2019
- Albert Berry Graduation Prize in International Development Studies, 2019
- Filosa Family International Development Studies Placement Scholarship, 2017
- Dean's Office Placement Scholarship, 2017

EMPLOYMENT EXPERIENCE

University of Toronto Department of Management, Toronto, ON
Teaching Assistant, 2018-2019

- Taught tutorial of over 120 students for the courses: Introduction to Micro and Macro Economics, Macroeconomic Theory and Policy, Economic Development
- Assisted the professor in arranging a fair and comfortable test writing environment
- Evaluated and helped students improve academic performance through hosting weekly office hours, preparing review sessions and grading quizzes and tests
- Constantly monitored the class performance and reached out to students who have difficulty understanding the course content

Natural Justice: Lawyers for Community and the Environment, Cape Town, South Africa
Climate Change Program and Land Program Intern, 2017–2018

- Facilitated the multi-stakeholder negotiation of the world's first industry-wide Access and Benefit Sharing Agreement between underprivileged indigenous communities and South African Rooibos companies
- Conducted 3 field visits to the former war conflict zone of Namibia to support local marginalized communities secure a development project with Namibian government about natural resource access and traditional leadership recognition
- Organized 2 legal workshops in fishing communities to assist local farmers document customary practices in the form of Bio-cultural Community Protocol

University of Toronto Department of Student Life, Toronto, ON
International Student Center Program Assistant, 2016-2017

- Planned and determined logistical details and activities for events such as university life information sessions, career networking workshops and festival celebrations for more than 1200 international students
- Mentored more than 100 international students to transform from high school study to post-graduate academic learning by sending weekly emails and meeting in-person to discuss program and/or course requirements, procedures, policies and deadlines to ensure compliance

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Ontario Council for International Cooperation Global Changemaker Youth Ambassador Awards, 2018
- Language: Proficient in Mandarin, Fundamental level in Spanish
- Dancing: Advance level in Salsa, Bachata and Kizomba
- Programming: Python Data Structures, Web Scraping, SQLite Database

Tianwei Xu

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Sun Yat-sen University, Guangzhou, China

Bachelor of management, 2017

- Specialization in Public Administration
- Elected Vice President, Foreign Language Association, 2014-2015; Won 2015 Top 10 Associations; Co-organizer of the 2015 Guangdong International College English Debate Competition
- Graduate with High Distinction

EMPLOYMENT EXPERIENCE

Baidu Foundation, Beijing, China

Project Manager, August 2017- May 2019

- Initiated the DuFarm Project whose participants exceed 40 million, with 79 families in Alxa region shaking off poverty and saved 1.8 million tons of groundwater
- Coordinated the Cultural Heritage Guardian Project and worked as the producer for the documentary film “The Power of Concern” which focused on 21 national intangible cultural heritage and received 10 million page views
- Launched a corporate volunteer management system that has recruited, trained, and sent 200 employees as volunteers to assist with NGO projects in Beijing and support 17 schools in Yunnan and Guizhou provinces
- Supervised the Parallel Forum of China Foundation Forum and set the agenda as “Internet Philanthropy Exploration”
- Cooperated on behalf of Baidu with the China Foundation Forum and the China Foundation for Poverty Alleviation, jointly delivered courses and running workshops for 60 NGO leaders from remote areas
- Co-designed the contents and details of Baidu Foundation official website

A Better Community, Beijing, China

Project Consultant (Volunteer), September 2018- September 2019

- Assisted the volunteer recruitment 3 times per year
- Conducted case studies, related policy analysis, design interview questions and random survey questionnaires, and carried out data analysis

FAZE Social Work Service Center, Guangzhou, China

Project Intern, February 2017- May 2017

- Collected over 200 questionnaires to investigate the public service demands of migrant residents in the Sanyuanli community
- Interviewed migrant residents and write articles to share their stories and ideas on social media platforms
- Collaborated with team to communicate with the migrant residents, social workers and local professionals, tracked and revised the syllabus of career development training project and interactive early education project

Eco Canton, Guangzhou, China

Policy Analyst (Volunteer), March 2016- August 2016

- Collected and analyzed more than 22,000 waste classification budget data in Guangzhou city and retrieved around 1,000 unpublished data
- Drafted the 2015 Guangzhou Municipal Waste Classification Budget Report

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Language Skills: Native speaker of Mandarin; Conversational Cantonese; Beginner Japanese and French
- Technical Skills: SPSS/Stata Statistics; Python; Microsoft Office Suite; Adobe PS; FinalCut Pro
- Passionate about reduce inequality, poverty alleviation and social innovation
- Interests include bike riding, baking and reading

Wenhai Xu

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

University of British Columbia, Vancouver, BC

Bachelor of Arts, 2020

- Major in Interdisciplinary Study, cross-specializing in Economics, Commerce, Asian Philosophy and Philosophy of Political Science and Law (with a 3rd & 4th year GPA of 3.75)
- Successfully promoted group project of Microeconomics Policy class into real public murals in the City of Vancouver in 2017

EMPLOYMENT EXPERIENCE

China Eastern Airline (North America) Vancouver Branch, Vancouver, BC

Marketing and Legal Affairs Specialist, May to August 2020

- Applied air laws and policies to deal with cases of refunds and compensations, improved clients' satisfaction
- Provided legal advice and suggestions on current policies of the company corresponding to the Covid-19 pandemic
- Dealt with foreign claims and transnational cases such as compensations for torts as breaches of contract

Shanghai Oceanwisdom Lawfirm, Shanghai, China

Assistant Lawyer Intern, Summer 2019

- Drafted legal documents of the initial public offering (IPO) of Haohai Biological Technology (06826-HK) in Shanghai Stock Exchange Sci-Tech Innovation Board
- Provided legal advice and engaged in the acquisition of Beijing Xin Kang Chen Medical Science and Technology Co. Ltd. by Haohai Biological Technology
- Drafted the statement of claim and collected evidence documents of the foreign arbitration between a US. medical supply company and a Chinese orthopedic hospital
- Applied international law skills and transnational law skills to help clients to solve the foreign arbitration listed above with my supervisor

Shanghai Oceanwisdom Lawfirm, Shanghai, China

Lawyer Assistant Intern, Summer 2018

- Applied civil law knowledge to deal with civil loan disputes
- Drafted statements of claim and other pleadings including answers/statements of defense, counterclaim and applications for property attachment prior to lawsuit etc.

Shanghai Oceanwisdom Lawfirm, Shanghai, China

Lawyer Assistant fellow Intern, Summer 2017, Developed distinguished communication and group work skills, learned fundamental knowledge of civil law, business law and international law, deal with basic administrative stuffs and collected legal documents

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Advanced oral in Mandarin, Cantonese and Shanghaiese dialects, professional writings in both traditional Chinese and simplified Chinese, beginner Italian
- Amateur opera singer, performed in La Traviata hosted by Shanghai Opera House in 2015, participated in two Bel Canto (opera vocal singing) masterclasses hosted by Vancouver Academy of Music in 2016
- Guest Lectured in the class ASIA382 with topics in Buddhism Politics and Religious Legitimacy in Rulings and Rebellions for a class size of 60 students at University of British Columbia in 2019
- Invited to present my social-economics research paper for the seminar ECON390 for a class size of 35 students at University of British Columbia in 2019
- Volunteer for 2018 City of Vancouver Congress Election and promoted community aids for new-landed immigrants with Vision Vancouver Candidate Weiqiao Zhang

Mehreen Yousaf

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON
Master of Public Policy, 2022

University of Health Sciences, Lahore, Pakistan
MBBS, 2017

- Specialization in Medicine
- Distinction in Community Medicine,
- Member of the Student Council, 2010-2015

EMPLOYMENT EXPERIENCE

Federal Board of Revenue, Government of Pakistan, Lahore, Punjab
Assistant Commissioner Inland Revenue at the Regional Tax Office, Lahore, 2016–present

- Investigated under-reported income/financial information.
- Helped in the formulation and implementation of tax policies.
- Investigated cases related to money laundering, tax evasion & tax fraud.
- Registered businesses and persons with the tax department/ broadened the tax base.
- Generated revenue for the Government of Pakistan.
- Acted as the Focal person for the “Prime Minister’s Citizen Portal” at the Regional Tax Office, solved complaints registered with the portal.

Federal Board of Revenue, Government of Pakistan, Lahore, Punjab
Assistant Director Inland Revenue at the Directorate of Intelligence and Investigation,
2015-2016

- Investigated cases of tax evasion
- Carried out financial audit of tax records
- Initiated criminal proceedings against suspected tax evaders in liaison with other law enforcement agencies
- Recovered evaded tax for the exchequer

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Fluent in Urdu, Hindi and Punjabi
- Captain of the Women’s Football team at the Civil Services Academy, Lahore
- Awarded the “Best Research Project” award for undergraduate research in Community Medicine
- Member of the “Inland Revenue Officers’ Association”, Pakistan
- Member of the Civil Services Alumni, Pakistan
- Recipient of merit scholarship and 50 percent tuition fee waiver for undergraduate study at the University of Health Sciences, Lahore, Pakistan.
- Awarded performance-based bonus for meritorious service by the Government of Pakistan.
- Volunteered with the SOS Children’s Village Pakistan in a community mentorship program, Summer 2016

Katarina Zec

EDUCATION

Munk School of Global Affairs and Public Policy, University of Toronto, Toronto, ON

Master of Public Policy, 2022

- Recipient of Entrance Scholarship, 2020

Ryerson University, Toronto, ON

Bachelor of Arts (Honours), 2020

- Specialization in Sociology, Minor in Psychology
- Entrance Scholarship for High Academic Standing
- Graduated with Distinction
- Dean's Honour List, 2017-2018 and 2019-2020

EMPLOYMENT EXPERIENCE

Linden & Associates, Toronto, ON

Administrative Assistant/Clerk, May 2016 - April 2020

- Set up and maintained physical and electronic files systems associated with cases pertaining to various lawyers and law clerks.
- Collected and sorted paperwork required to be filed in court upon time-constricting deadlines alongside a team of legal professionals.
- Increased accuracy and reduced discrepancies by verifying data while processing incoming and outgoing checks and wire transfers.
- Controlled and managed document processes by reviewing files, records and critical information to confirm accuracy and ensure compliance with company policies and procedures, while upholding confidentiality.

Faculty of Arts at Ryerson University, Toronto, ON

Statistics Peer Mentor, Fall 2019

- Maintained ongoing communication with other peer mentors, faculty, and graduate teaching assistants.
- Instructed students and supported an understanding of complex quantitative concepts in connection with SPSS data, ODESI, and survey design applications.
- Offered comprehensive support and guided students through situations of confusion and anxiety.
- Attended and supervised tutorial sessions with other professionals to support students perform key procedures and identify the best strategies for troubleshooting analytical problems they encounter.
- Maintained weekly drop-in hours to promote a collaborative learning environment where students can learn from one another, while providing individualized help.

Department of Psychology at Ryerson University, Toronto, ON

Researcher and Data Analyst (Academic Experience), Fall 2018

- Designed and implemented a survey questionnaire distributed to students in various departments across Ryerson University as for a Community Engaged Learning Project.
- Reviewed survey questions and grouped various variables together in SPSS to evaluate the relationship between them through multiple bivariate analyses.
- Prepared a knowledgeable, detailed, and meaningful report, alongside a team of colleagues that provided insight into the Psychology Department on how to communicate with students regarding mental health issues and supports.

ADDITIONAL ACTIVITIES & ACHIEVEMENTS

- Proficient in quantitative and qualitative data analysis through SPSS (Statistical Programming for the Social Sciences).
- Certificate in Piano for Levels 1 - 9, Royal Conservatory of Music.
- Previous volunteer at Mount Sinai Health System in 2015 and ongoing community outreach volunteer at All Saints Church.
- Interests: Using statistical software to understand and implement social policies. Interested in researching and facilitating health, social, and criminal justice policies.