

Name

Address – Email – Phone – LinkedIn

EDUCATION

State University of New York at Geneseo, Geneseo, NY
Bachelor of Arts in Political Science (GPA: 3.55)
Minor: Public Administration
Honors: Presidential Scholar (2017)

Expected May 2018

L'Université Paris-Sorbonne, Paris, France

January – May 2017

- Lived with a host family for four months and communicated in French
- Studied the French culture and traditions through various classes during study abroad experience

RELEVANT EXPERIENCE

Legal Services of the Hudson Valley, White Plains, NY

August 2017 – Present

Legal Intern

- Work on an Investment Project which involved proposing alternatives to LSHV's current investment plan to maximize ROI while maintaining a strategy conducive to the priorities of a not for profit
- Research and report on potential portfolio management providers
- Advise on most cost-effective portfolio management providers based on budget constraints of a not for profit
- Create electronic database of all Westchester County Legislation from 1995 to 2010

Westchester County District Attorney, White Plains, NY

June 2017 – August 2017

Legal Intern

- Specialized in the Superior Courts Trial Division of the Westchester District Attorney's Office
- Transcribed video and audio to be used in court and took notes of cases in court
- Played a support role in conviction process by analyzing all post-arrest information including interrogations, police calls and police blotters

Children of Prisoners Europe, Montrouge, France

January 2016 – May 2016

Intern

- Scheduled and posted French and English advocacy articles concerning children with incarcerated parents on Twitter and Facebook
- Researched primary and secondary legislation concerning the rights of children with imprisoned parents from 14 member countries
- Compiled the annual report for the year 2015 outlining progress and growth among network members and formatted report using Adobe InDesign

COMMUNITY INVOLVEMENT

Pre-Law Club, SUNY Geneseo, Geneseo, NY

September 2017 – Present

Treasurer

Club Baseball, SUNY Geneseo, Geneseo, NY

September 2016 – Present

Vice-President

Mock Trial, SUNY Geneseo, Geneseo, NY

January 2016 – Present

Member

Computer Skills: Microsoft Office, Legal Systems 2.0, Adobe InDesign

Languages: English (primary), French (advanced)

Department of Career Development

Erwin 116 | (585) 245-5721 | www.geneseo.edu/career_development

Division of Student and Campus Life