HENRY WALKER

Research Political Intern

🖂 support@qwikresume.com 📞 (123) 456 7899 💡 Los Angeles 🚱 www.qwikresume.com

PROFESSIONAL SUMMARY

Aspiring Research Political Intern with two years of experience in data analysis, policy evaluation, and community outreach. Skilled at synthesizing complex information and drafting insightful reports to support effective decision-making. Driven to enhance civic engagement and contribute to impactful political initiatives.

WORK EXPERIENCE

Research Political Intern

Mar / 2024-Ongoing

WidgetWorks Inc.

耳 Denver, CO

- 1. Assisted in drafting reports and summaries on political issues and stakeholder concerns.
- 2. Conducted in-depth research on counter-terrorism policies and their implications for local governance.
- 3. Collected and analyzed data from various sources, including UN reports and media publications.
- 4. Reviewed and edited documents to ensure clarity and accuracy in communication.
- 5. Attended high-level meetings, providing detailed notes and insights for future action.
- 6. Conducted research aligned with CTED's mandate, producing documents that informed policy direction.
- 7. Helped compile and distribute CTED's monthly newsletter, enhancing community outreach efforts.

Political Intern

🛗 Mar / 2023-Mar / 2024

Crescent Moon Design

■ Portland, OR

- 1. Drafted correspondence to constituents, facilitating discussions on policy initiatives.
- 2. Engaged in extensive political research to support communication strategies and outreach efforts.
- 3. Distributed campaign materials and coordinated events, enhancing voter engagement.
- 4. Managed administrative tasks and supported campaign managers in strategic planning.
- 5. Analyzed voter turnout statistics, providing insights for targeted campaign efforts.
- 6. Prepared campaign finance reports detailing contributions and expenditures for transparency.

EDUCATION

Bachelor of Arts in Political Science

Mar / 2022-Mar / 2023

University of Maryland

∓ Portland, OR

Focused on political theory, research methodologies, and public policy analysis.

SKILLS

Presentation Skills

Research Writing

Problem-solving

Data Analysis Tools

ACHIEVEMENTS

Developed educational materials that increased community awareness on civic issues by 30%.

🚰 Coordinated outreach initiatives that engaged over 200 community members in political discussions.

鴌 Analyzed poll data to provide insights that shaped campaign strategies, leading to a 15% increase in voter turnout.