

CORE QUALIFICATIONS

EXPERIENCE – Over five years of communications experience in political contexts, along with other government and community roles, and records management / office administration duties. Scope of work varies from local boards to national campaigns and advocacy organizations.

SKILLS – Strong verbal and written communicator. Extensive public relations skills such as writing for various needs, specialized research, issues management, event / project management, desktop publishing / layout (including Adobe InDesign), and design. Proficient with software (Microsoft Office, content management systems, graphic design, &c.), social media, and mobile technology. Strong knowledge of Canadian legislative processes, public affairs and policy, political management, and leadership skills.

EDUCATION

- 2016 – MASTER OF POLITICAL MANAGEMENT (A-)
2017 *Carleton University, Ottawa, ON*
- 2014 – BACHELOR OF ARTS (4 YEAR), COMMUNICATION STUDIES (A-, CUM LAUDE)
2016 *Laurentian University, Sudbury, ON*
- 2011 – ADVANCED DIPLOMA, PUBLIC RELATIONS (3.53 GPA, CAMBRIAN SCHOLAR)
2014 *Cambrian College of Applied Arts and Technology, Sudbury, ON*

EXPERIENCE

- 2019 LEGISLATIVE ASSISTANT
Gord Johns, Member of Parliament, Ottawa, ON
Prepared research and communications materials for use in the House and in Committee. Created correspondence and outreach material including newsletters. Conducted legislative and media research on the Member's riding and critic responsibilities. Maintained key stakeholder relations in order to achieve substantial legislative milestones.
- 2018 – COMMUNICATIONS ASSISTANT
2019 *Universities Canada, Ottawa, ON*
Conducted media monitoring and project / event support, assisted with design, production and distribution of electronic newsletters and print publications, made updates to the website and online projects, liaised with member institutions on organizational initiatives, and provided administrative support to the communications team.
- 2017 POLITICAL ORGANIZER
National political leadership campaign, Ottawa, ON
Managed daily social media and issues research, briefing social media volunteers nationwide on campaign updates. Managed the candidate's presence at meetings and events. Created social media content reaching over 15,000 followers and livetweeted the candidate at debates. Assisted policy development and rollout, and volunteer outreach.
- 2015 & PROJECT AND COMMUNICATIONS ASSISTANT
2016 *Ontario Ministry of Northern Development and Mines, Sudbury, ON*
Wrote funding announcements, media advisories, quotes, and speeches for members of Cabinet. Participated in issues management research and strategic communications planning for the Minister. Assisted in building internal and external event plans.
- 2012 – VICE PRESIDENT (PREVIOUSLY: DIRECTOR OF STUDENT AND ACADEMIC AFFAIRS)
2014 *Cambrian College Students' Administrative Council, Sudbury, ON*

OTHER EXPERIENCE

Completed leadership training with Cambrian College, Olivia Chow's Institute for Change Leaders, and Global Vision Junior Team Canada. Has been continuously involved with numerous volunteer activities over the past decade, including:

- Almost two dozen political campaigns and numerous Electoral District Associations (2010-);
- Charlie Angus, MP (Volunteer, 2016-2017);
- Minnow Lake Community Action Network (co-chair, 2015-2016);
- Laurentian University Political Science Association (Financial Officer, 2015);
- TEDxYouth@NickelCity (youth co-director, 2013);
- College Student Alliance (served on two committees, 2011-2013);
- Ontario Council on Articulation and Transfer (Student Advisory Board member, 2013);
- Laurentian Students' General Association (Board and council member, 2013-2014);
- Events for the Gord Downie & Chanie Wenjack Fund, Sudbury Food Bank, Juvenile Diabetes Research Foundation, Greater Sudbury District Spelling Bee, and many others,.

PERSONAL ACHIEVEMENTS

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| 2019 | <ul style="list-style-type: none">• Served as a guest panellist for the College Student Alliance Advocacy Summit.• Helped facilitate the passage of Senate Bill S-238, <i>An Act to amend the Criminal Code and other Acts (ending the captivity of whales and dolphins)</i> |
| 2018 | <ul style="list-style-type: none">• Helped organize multiple events, including <i>Univation</i>, a gathering of university presidents, top scholars, and business leaders from across North America. |
| 2017 | <ul style="list-style-type: none">• Organized the design and communications of the Clayton H. Riddell Reception for Carleton University's Political Management graduate program.• Participated in the CanRoots Conference in Toronto, dedicated to progressive grassroots political organizing.• Participated in Laurentian University's Model Parliament as a Party Leader and as a Senator. |
| 2016 | <ul style="list-style-type: none">• Participated in Laurentian University's Model Parliament, serving as a primary organizer and speechwriter, and passing the year's budget as the Minister of Finance. |
| 2015 | <ul style="list-style-type: none">• Attained Dean's List standing at Laurentian University attaining an 8.2 GPA from a full course load of first, second and third year courses.• Participated in Laurentian University's Model Parliament as a Bill Critic and Party Whip. |
| 2014 | <ul style="list-style-type: none">• Graduated from Cambrian College at the top of the Public Relations class of 2014, a Cambrian Scholar with a program GPA of 3.53.• Nominated for the Cambrian College President's Gold Medal, awarded to a student showing high academic standing, dedication to campus life, and demonstrated work in the community to promote Cambrian College and/or the Nominee's program of study.• Won the Phil and Doris Smith Memorial Bursary and the OPSEU Bill Kuehnbaum Bursary. |