**Summary**

Dedicated public servant with a strong background in community engagement and public policy. Currently pursuing a Master of Public Administration to develop advanced skills in public sector management, policy analysis, and strategic planning. Proven ability to lead projects, collaborate with stakeholders, and drive initiatives that benefit the community. Seeking to apply advanced knowledge and skills in a leadership or analyst role within a government agency or non-profit organization.

**Education**

**Master of Public Administration (MPA)** | Expected May 2026

Governors State University | University Park, IL

* *Relevant Coursework:* Public Sector Management, Policy Analysis, Public Finance and Budgeting, Urban and Regional Planning, Non-Profit Leadership, Program Evaluation

**Bachelor of Arts in Sociology** | May 2024 DePaul University | Chicago, IL

* *Relevant Coursework:* Urban Sociology, Social Research Methods, Community Engagement, Social Inequality

**Experience**

**Government Intern** | August 2024 – Present

City of Chicago, Department of Housing | Chicago, IL

* Assisted policy analysts in researching and drafting reports on affordable housing initiatives.
* Analyzed public feedback and demographic data to inform new program development.
* Attended public meetings and stakeholder collaborations, documenting key outcomes and next steps.

**Program Coordinator** | June 2023 – August 2024

Community Development Non-Profit | Joliet, IL

* Managed the logistics and implementation of a youth mentorship program, serving over 50 participants.
* Developed and monitored the program budget, ensuring efficient use of resources.
* Wrote grant proposals and progress reports, contributing to over $20,000 in successful funding applications.

**Projects**

**MPA Capstone Project: Analyzing the Effectiveness of a Local Recycling Program** | May 2026

Governors State University | University Park, IL

* Conducted a comprehensive evaluation of a city-wide recycling program, using both quantitative and qualitative data.
* Wrote a policy report detailing the program's strengths and weaknesses and proposing recommendations for improvement.

**Public Budgeting Simulation** | November 2025

Governors State University | University Park, IL

* Led a team in a semester-long simulation to create and defend a balanced municipal budget.
* Analyzed revenue sources, prioritized public services, and presented the final budget to a mock city council.

**Awards & Certificates**

* **Certified Grant Writer (CGW):** Completed March 2024
* **Dean's List:** DePaul University (Fall 2022, Spring 2023)

**Volunteer Work**

**Food Bank Volunteer** | September 2023 – Present

Greater Chicago Food Depository | Chicago, IL

* Assisted with the organization and distribution of food items to families in need.
* Led a small team of volunteers during weekly shifts, streamlining the sorting process.

**Election Poll Worker** | November 2024

Cook County Board of Elections | Chicago, IL

* Managed voter check-in and ballot distribution on election day.
* Provided technical support for voting machines and ensured the integrity of the voting process.

**Skills**

* **Public Administration:** Policy Analysis, Public Budgeting, Strategic Planning, Program Evaluation, Public Sector Management
* **Communication:** Technical & Grant Writing, Public Speaking, Stakeholder Engagement, Interpersonal Communication
* **Software:** Microsoft Office Suite, Google Workspace, SPSS, GIS Mapping Software
* **Leadership:** Team Management, Conflict Resolution, Project Management, Community Organizing