

Olivia Harwood

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EDUCATION

American University, School of Public Affairs (SPA), Washington, DC

May 2022

Bachelor of Arts in Legal Studies

Minor: Political Science

Honors: GPA: 3.78/4.0, Dean's List (Fall 2019, Spring 2020, Summer 2020), SPA Leadership Program

Relevant Courses and Projects:

- Politics, Policy, and Law Program: Selected to complete my Bachelor of Arts degree in the Politics, Policy, and Law Accelerated Scholars Program to complete my degree in the 3 years
- SPA Leadership Program: Selected to enroll in the School of Public Affairs Leadership Program to research and conduct my own research project

Tampa Preparatory School, Tampa, FL

Honors: GPA: 4.0/4.0, National Honor Society Certification

EXPERIENCE

Student Fundraiser, **AU Phonathon**, American University

January 2021-present

- Creating lasting relationships with alumni
- Interacting with alumni to help support on campus organizations and improve student life
- Supporting campus operational needs and campus life

Social Media Volunteer, **Dysautonomia Information Network**

December 2020-present

- Increased interaction with content on social media platform by 25% since January 1st
- Summarize key articles relating to health, support, and resources to make the information digestible
- Create graphics twice a week in order to boost interaction and engagement

External Director, **EagleTHON**, American University

March 2020-present

- Increasing organizations virtual reach through gaining more following on media platforms
- Creating new relationships between other THON organizations across the country
- Manage social media, recruitment and outreach, and advertisement for the organization

Logistics Intern, **Law Office of Darlene Barror**, Tampa, FL

April 2019-May 2019

- Assisted in organization and management during court appearances and travel days
- Deliberated various cases with the attorney and associate attorney
- Observed questioning of key witnesses involved in immigration cases

CAMPUS AND COMMUNITY SERVICE

Staff Writer, **Juris Mentem**, American University

January 2021-present

- Selected to write for the Constitutional Law Column
- Collaborate to create an undergraduate pre-law law review

SKILLS

- *Computer:* Microsoft Word, Excel, and PowerPoint; Adobe Photoshop; Lexis-Nexis; InDesign
- *Language:* French (intermediate verbal, reading and writing)