

Chelsea Minor

Chelsea.Minor@uwp.edu | (262) 595-1234

www.linkedin.com/in/chelseaminor

OBJECTIVE

Motivationally driven undergraduate student seeking a full-time internship in foreign policy development. Prior internship experience, as well as proficiency in organization, communication, and writing will contribute to maximizing efficiency in the industry.

EDUCATION

Bachelor of Science in International Studies (International Relations)

University of Wisconsin Parkside, Kenosha WI

Expected Graduation December 20xx

Minor in Political Science

EXPERIENCE

Foreign Policy Intern (African Studies)

May 20xx – August 20xx

Council of Foreign Relations, Washington DC (Remote)

- Conducted a variety of research on issues in Africa and the future of Africa
- Drafted numerous policies and got feedback from mentor to further my knowledge
- Met with other foreign policy workers and gained insight from their experiences
- Assisted with publishing blogs and articles on current economic issues; published 3 articles

Sales Associate

January 20xx – March 20xx

Five Below, Racine WI

- Stock shelves effectively so customers had easy access to the product
- Suggested an organizational structure that management now uses to help retain employees
- Increased employee retention rate by 10% and recruited 5 people

CAMPUS INVOLVMENT EXPERIENCE

President

Parkside International Club (PIC), Kenosha WI

September 20XX – January 20XX

- Helped embrace and represent the diversity in Parkside
- Educated others about international cultures

Secretary

January 20XX – May 20XX

Parkside Asian Organization (PAO), Kenosha WI

- Taught others about Asian culture
- Reached out to Parkside students and recruited them to attend events and meetings

Treasurer

Black Student Union (BSU), Kenosha WI

September 20XX – May 20XX

- Provide support and resources for all students with a target focus on African American students academically, socially, and culturally through programming, networking, and community outreach.

Member at Large

Spanish Language Culture Club, Kenosha WI

September 20XX – December 20XX

- Provide learning opportunities for UW-Parkside's student body, Spanish language communication and Spanish speaking culture.

