
CATHERINE CUNHA

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PROFILE

Diligent, thoughtful, and hardworking Political Science (Pre-Law) student seeking real-world experience in the legal and political fields. Especially well-versed in legal language, public policy research, and social media management. Strong interpersonal, critical thinking, writing, and task prioritization skills.

WORK EXPERIENCE

KAPPA ALPHA THETA - ETA LAMBDA CHAPTER, Santa Clara, CA — *Online Media Director*

February 2021 - February 2022

- Curated content and managed all aspects of Kappa Alpha Theta's social media accounts and websites, including Instagram, Facebook, TikTok, and VSCO.
- Led the Social Media Committee and coordinated messaging strategy with the Vice President of Executive Affairs to promote and organize events, fundraisers, and philanthropy work.

BRIGADE MARKETING, Remote/Temporary — *Social Media Data Tracking Team*

March 2021

- Monitored social media influencer engagement and activity on Instagram, Twitter, Facebook, and TikTok for Brigade and Netflix's *Yes Day* project.
- Uploaded data and files of 100 influencers' *Yes Day* promotional posts daily to a shared spreadsheet and dropbox for Brigade's Director of Social Media & Content.

SCU SAFE WALK, Santa Clara, CA - *Safety Escort*

November 2021 - Present

- Serve as an on-call resource to safely escort students to and from locations both on and off campus during weekend evening hours.
- Completed a training program focused on de-escalation techniques, general safety guidelines, and providing first aid and support resources to assault survivors.

DUPLITECH, Torrance, CA — *Administrative Assistant*

June 2020 - September 2020

- Assisted project managers with various clerical tasks.
- Coordinated delivery of media assets between studio clients and our remastering department.
- Organized physical media inventory in our company vault and communicated with project managers regarding delivery status of elements.
- Couriered media and hardware devices between company and remote worker locations as needed during lockdown period.

TUTOR, Palos Verdes, CA

September 2017 - June 2019

- Tutored middle and high school students in a variety of subjects, including U.S. History, World History, American Government & Politics, Economics, Spanish, English, Pre-Algebra, Algebra, Geometry, and Biology.

EDUCATION

SANTA CLARA UNIVERSITY, Rising Senior (Class of 2023) — Sept. 2019 - Present

- Political Science (Pre-Law Emphasis) Major, Women's & Gender Studies Minor
- GPA: 3.4

PROJECTS, LITERATURE, RESEARCH, AND SEMINAR EXPERIENCE

- Moot Court (Communication Law), Santa Clara University — 2022
- Moot Court (Constitutional Law), Santa Clara University — 2021
- Author of *A Guide to Body Image: Your body exists to survive* — Z Magazine, 2021
- Speaker, CCCC Regional Conference: Building Diverse Communities Through Writing, at the University of Southern California — 2020
- Speaker, Santa Clara University Open Access Seminar — 2020
- Research Projects: Case law, constitutional law, public policy, women writers and literature, transnational organized crime

AWARDS & SCHOLARSHIPS

- SCU Bronco Scholarship — 2019-2023
- Presidential Service Award, National Charity League — 2017-2019
- AP Scholar with Distinction — 2019
- Girl Scouts Silver Award, Bronze Award, and Journey Award

EXTRACURRICULAR ACTIVITIES & ORGANIZATIONS

GREEK LIFE

- Kappa Alpha Theta Sorority — 2019-present
- Santa Clara University Panhellenic — 2019-present

MARTIAL ARTS

- UFC Gym — 2016-2018; Muay Thai and Brazilian Jiu Jitsu
- Cobrinha Academy of Brazilian Jiu Jitsu — 2018-2019
- Member of Sport Jiu Jitsu Federation — 2018-present

CHESS

- Founder and President of Palos Verdes High School Chess Club — 2017-2019

COMMUNITY SERVICE

- National Charity League, Peninsula Chapter — 2012-2019; Elected Vice President of Activities in 2017
- Girl Scouts, Inc., Troop 525 — 2006-2019

DANCE

- PVHS Song Team (Varsity, JV) — 2015-2018