

# JACK OLIVER WOOD

New York, NY | (203) 300-4669 | wood.jack26@gmail.com | [LinkedIn URL](#)

## TECHNICAL

**Data Analysis & Visualization:** SQL, Power BI, Excel, Python, Tableau

**Evaluation:** KPI development, impact analysis, data visualization, reporting automation, budgeting & forecasting

**Presentation & Design:** PowerPoint, Google Workspace, Photoshop, InDesign, Canva, Viberla

**Certification:** Google Data Analytics Professional Certificate

## EDUCATION

**FORDHAM UNIVERSITY, GABELLI SCHOOL OF BUSINESS**

New York, NY

**MS, Business Analytics, expected Aug 2026**

August 2025 - present

**Relevant Coursework:** Machine Learning, Programming with Python, Data Management & SQL

**THE GEORGE WASHINGTON UNIVERSITY, ELLIOT SCHOOL OF INTERNATIONAL AFFAIRS**

Washington, DC

**BA, International Affairs, concentration in International Economics, minor in Russian**

2014 - 2018

## EXPERIENCE

**NATIONAL DEMOCRATIC INSTITUTE**

Washington, DC

**Program Officer, Central and Eastern Europe**

May 2022 - May 2025

- Delivered capacity-building multi-year programs in the Western Balkans, driving significant improvements to political party development, elections, and technology for building democratic resilience and modern governance
- Designed and implemented data-driven monitoring frameworks to ensure accurate tracking of core metrics and KPIs
- Collected, cleaned, and analyzed program performance data; built metrics dashboards to evaluate effectiveness and present findings to senior U.S. Government and European donors
- Led quantitative and qualitative evaluation of a \$15M portfolio, synthesizing financial data, impact indicators, and stakeholder interviews into concise reports that informed program adaptations
- Trained and managed a team of five junior staff, streamlining data collection processes, reporting program results, and ensuring on-time delivery of analytics outputs
- Conducted on-site assessments to capture field-level data, validate indicators, and identify opportunities for program expansion
- Produced high-level analyses, issue briefs, proposals, and presentations, translating complex reports, datasets, and political trends into actionable insights for technical and non-technical audiences
- Led the cumulative assessment of a 4-year electoral integrity program, interviewing stakeholders throughout the Western Balkans, evaluating data and metrics, and presenting concise findings and recommendations to donors. Adapted the program based on the findings to suit the changing realities of election monitoring work

**IREX**

Washington, DC

**Program Coordinator, Information and Media Practice**

Jan 2020 - May 2022

- Oversaw detailed financial data, including budgets, variances, forecasts, and recasts, providing actionable insights
- Analyzed budgets, cost projections, and performance indicators, to support a successful \$1M Department of State Award
- Directed administration and logistics of global events including in Luanda, Angola, and Madrid, Spain, managing event analytics including participant data and engagement tracking
- Managed live client-facing Power BI dashboards displaying weekly project analytics

**Program Associate, Information and Media Practice**

Nov 2018 - Jan 2020

- Researched, drafted, and edited briefing materials, quarterly program reports, project activity, and evaluation summaries for seven projects, ensuring timely delivery of all work

**TECHNOSERVE, INC.**

Washington, DC

**Development & Communications Intern**

Jan 2018 - June 2018

- Analyzed performance data for renewable energy and entrepreneurship initiatives to support donor reporting

**OUTFRONT MEDIA**

Washington, DC

**Business Development Intern**

May 2017 - Aug 2017

- Drafted reports and presentations targeting tech businesses for marketing department, researching tech advertising trends

**I.M.P. - Independent Concert Promotion**

Washington, DC

**Business Development Intern**

Jan 2017 - Aug 2017

- Conducted market research and audience data analysis to support concert promotion strategies

## ADDITIONAL

**Language Skills:** Russian (intermediate)

**Interests:** Music composition and production, vinyl DJing, soccer, golf, and international travel