

MICHAEL (MAC) RICHARDS

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Summary

- Motivated to create a positive impact through domestic and international diplomacy and mediation.
- Calm and focused in stressful situations offering multiple perspectives to solve problems.
- Detailed oriented and driven to overcome challenges.
- Strong research, writing and presentation skills.
- Google Docs, Microsoft Office (Excel, Word, PowerPoint, Outlook), IT Systems (intermediate).

Education

University of Washington

Seattle, WA

Bachelor of Arts – Political Science

Expected March 2023

Minor: Law, Societies, and Justice

- Major GPA, 3.55/4.0; overall GPA, 3.56/4.0.
- Course Highlights – Constitutional Law, International Human Rights Law, International Relations, and U.S. Courts.

Whatcom Community College

Bellingham, WA

Running Start

June 2020

- Overall GPA, 3.77/4.0
- Course Highlights – Accounting, Business Law, and Computer Programming

Experience

University of Washington, Foster School of Business

Seattle, WA

Learning Spaces IT Student Assistant

October 2021 – Present

- Responded to 8 queries a day on phone, via email, or through IT ticketing system.
- Set up and maintained video matrix servers and other IT infrastructure.
- Worked with faculty and staff to resolve network issues.

Order of the Arrow, Boy Scouts of America

Remote

National Key Volunteer

January 2019 – Present

- Updated operations methods, oversaw accounting procedures, and tracked information.
- Delegated daily tasks to over 6 volunteers to provide development opportunities.
- Oversaw high-profile projects by planning, designing, and scheduling phases.
- Supervised site investigations reported issues and escalated those that required further assistance.

Honors & Awards

Dean's List, University of Washington

4 quarters

Eagle Scout, Boy Scouts of America

December 2018

Vigil Honor, Order of the Arrow

June 2018

President's Award in Leadership, Mount Baker Council

October 2017

Affiliations & Activates

Phil Alpha Delta, Social Committee Member

April 2022 – Present

- Met weekly with like-minded peers to discuss current legal topics, both global and domestic, as well as hear from guest speakers in the legal field.
- Helped plan and participated in social events and mixers.

American Bar Association, Student Member

April 2022 – Present

Order of the Arrow - Boy Scouts of America, Member

March 2014 – Present

Boy Scouts of America, Member

September 2007 – Present