**Lauren McDonnell**

409 NE Morgan St, Apt 202 • Portland, OR • 97211 • (203) 470-9496 • lauren.mcdonnell87@gmail.com

**Education**

**Lehigh University**, Bethlehem, PA

Bachelor of Arts Political Science and French May 2009

GPA: 3.45

**Montpellier III: Université de Paul Valery**, Montpellier, France Fall 2007 Semester

**Academic Honors**: Dean’s List, Graduated with Honors

**Skills**

**Computer:** Microsoft Office Suite, Social Networking, Votebuilder (and other related programs)

**Language**: Fluent in French

**Work Experience**

Uno Chicago Bar & Grill, Server, Expediter, Prep Chef Homestead, PA December 2010 – Present

* Responsible for up to 10 tables at a time when serving while giving excellent and personalized service
* Became Certified Trainer within a few months of being hired
* Expedite food on weekends, requiring excellent multi-tasking skills

Onorato for Governor, Field Organizer, Pittsburgh, PA February 2010 – September 2010

* Made upwards of 300 calls a day to identify voters and recruit volunteers
* Organized canvasses and developed solid volunteer base to reach voters
* Organized events and rallies
* Was appointed LGBT Outreach coordinator and ran weekly conference calls with local LGBT leaders

Tally Ho Tavern, Waitress, Bethlehem, PA March 2007 – May 2009

* Interacted with customers and created a positive, friendly environment
* Multi-tasked on a large scale— responsible for 12-20 tables at a time

Lehigh Liner, Tele-fundraiser, Bethlehem, PA January 2006 – December 2007

* Responsible for making upwards of 200 calls a night
* Used our shared love of Lehigh University to raise funds from alumni old and new

KC/DC, Inc., Office Assistant/Program Coordinator, Weston, CT May 2005 – August 2007

* Worked in a country club setting as the sole representative for customer service for a demanding clientele
* Responsible for billing, reminder calls, reservations, and other administrative tasks

**Leadership**

Resident Assistant August 2006 – December 2008

* Monitor and ensure adherence to University Policy.
* Maintain a healthy and productive environment in the residence hall.
* Coordinate activities for large groups of students.

Residence Life Committee on Diversity August 2006 – May 2007

* Researched and presented on the politics of immigration policy throughout US history.
* Spread information through campus to promote understanding and acceptance.

**Related Experience**

Intern for Hillary Clinton For President, Bethlehem, PA & Sioux Falls, SD March 2008 – June 2008

* Organized the Senior Citizen and Youth Vote Outreach in the Greater Sioux Falls Area.
* Assisted in phone banking, visibility, and canvassing efforts.