

FELIX CHEN

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Languages : French, English

EDUCATION

Bachelor of Laws (LL.B.) 2022-2025
Université de Montréal
GPA: 3.83/4.3

Diplôme d'études collégiales 2020-2022
Collège Jean-de-Brébeuf
Health sciences

WORK EXPERIENCE

Communications and Administrative Support Agent Since 2022
Accueil Bonneau

- Create content for Accueil Bonneau's social media, increasing the number of subscribers by 1,200. Interview employees, volunteers and people experiencing homelessness.
- Coordinate the taking of hundreds of photos of the Accueil Bonneau's services and staff.
- Help launch the book "Ces femmes qui ont enfanté Bonneau".
- Collaborate with organizations and public figures to raise the profile of Accueil Bonneau.
- Coordinate the redesign of the website to modernize the visuals.
- Sold over \$3,000 worth of Accueil Bonneau products.

Administrative Assistant Summer 2022
Force Leadership Africain

- Help organize Force Leadership Africain's Canada-Africa Investment Conference
- Administrative tasks

Social Media and Tech Support Since 2021
Bravo Party Rentals

Physics Tutor (Electricity & Magnetism) Summer 2022
Self-employed

EXTRACURRICULAR

Founder & President Since 2023
Jeunes Alliés de l'Accueil Bonneau

- Lead and recruit a team of 12 people aged 18 to 35 to raise awareness among young people about the fight against homelessness.

Core Team Member

Since 2022

TEDxMontréal

- Choose content for TEDx Talks

Logistics organizer

2022-2023

Polyhx

- Advised and assisted with various aspects of programming event organization.

President

2019-2022

BrébeufHx

- Recruited and lead a team of 25 people to organize a 2-day programming event.
- Improved pre-event publicity, resulting in an increase in the total number of participants: from 70 (2019) to 300 participants (2022).
- Found sponsors to finance the event, resulting in an increase in the budget from \$1500 (2020) to \$10,100 (2022).
- Planned event activities (workshops, competition and activities) and created a new event format: improved participant retention rate by over 40% between 2020 and 2022.
- Created event training materials, sponsorship plan and event operational flow documents.