

Nikola Misetic

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Manhasset, New York

EDUCATION

The George Washington University

Bachelor of Arts, Political Science

Double Minor in History and Journalism and Mass Communications

Cumulative GPA: 3.77

Washington, D.C.

Expected May 2024

WORK EXPERIENCE

Embassy of Croatia

Political Affairs Intern

Washington, D.C.

September 2023-Present

- Tracking legislation relating to Croatian-American relations
- Researching and establishing opportunities for embassy activity on Capitol Hill and the greater United States
- Performing consular services including citizen services, business issues, and fostering cultural ties

NYC Office of the Mayor

Intergovernmental Affairs Intern

New York City, New York

June 2023-August 2023

- Advocated for the mayor's legislative initiatives and tracked all legislation that impacted New York City
- Facilitated communication between my department and all three Legislative Affairs departments
- Produced meeting materials, summaries, and memoranda on assigned topics
- Staffed events with elected officials, including the mayor, in attendance
- Maintained and updated databases used to coordinate events throughout the city's boroughs

Central and Eastern European Coalition

Project Intern

Remote

April 2023-Present

- Coordinated the efforts of ethnic organizations with cultural ties to Central and Eastern Europe
- Advocated for Ukrainian aid with Congresspeople on Capitol Hill
- Created a presentation which was shown at the Vilnius 2023 NATO Summit

Suozi for New York

Gubernatorial Campaign Intern

Jericho, New York

May 2022-July 2022

- Identified supporters, coordinated the recruitment volunteers, and helped with fundraising efforts
- Conducted 200 daily phone calls with targeted voters regarding electoral support
- Directed door-to-door canvassing in small groups leading up to the election

Office of Congressman Tom Suozi

Congressional Intern

Washington, D.C.

January 2022-May 2022

- Created weekly reports detailing current information to the Congressman
- Provided responses to constituent concerns over the phone
- Provided updates on climate and environmental news and federal legislation to the congressman

SKILLS

- Software: Microsoft Office/Google Suite
- Intranet Quorum
- VAN
- Research: SPSS/RStudio
- Italian