**EDUCATION**

**University of Notre Dame** Notre Dame, IN

BA, International Economics and Political Science May 2018

GPA: 3.57/4.00

**Centre International D’études Françaises** Angers, France

Level B.2 University Diploma in Language and Culture June 2017

**Work Experience**

**Think Virginia** Leesburg, VA

*Public Policy Research Intern* June-August 2017

* Identified potential areas for improvement in Virginia transportation and economic policy issue areas
* Presented policy recommendations in weekly meetings with the CEO

**Environment Virginia** Falls Church, VA

*Campaign Organizing Intern* June-August 2016

* Helped build volunteer teams to generate support for clean energy initiatives in Virginia

**University of Notre Dame Political Science Department** Notre Dame, IN

*Research Assistant* May 2015- May 2016

* Read news articles related to prior election campaigns in African nations and coded into an Excel spreadsheet whether each article discussed a valence or position issue
* Wrote brief analytic summaries to describe the events covered in each article

**University of Notre Dame Undergraduate Admissions** Notre Dame, IN

*Tour Guide* August 2016-May 2018

* Led historical tours of campus while adding personal stories and experiences on campus

**Volunteer Experience and Leadership**

**Washington Tennis and Education Foundation** Washington D.C

*Ballperson Captain* Summers 2010-2018

* Served as a volunteer ball person at the Legg Mason/Citi Open Tennis Tournament in Washington DC
* Led a team of ballpersons to assess areas of improvement for event efficiency

**Siegfried Hall, University of Notre Dame** Notre Dame, IN

*Gender Relations Center Commissioner* April 2015 – December 2016

* Acted as the official liaison between the residence hall and the Gender Relations Center
* Coordinated dorm wide events with the GRC to enable discussion concerning gender issues on campus

**Welcome Weekend, University of Notre Dame** Notre Dame, IN

*Student Ambassador* April- August 2015

* Led a 12-person team to arrange activities and residence hall programming events for first year students

**Achievements**

French Honor Society, University of Notre Dame Spring 2018

Dean’s Honor List, University of Notre Dame Fall 2014 – Spring 2015

McLean High School Jansen Memorial Love of French Scholarship Winner May 2014

**Activities**

Human Development Conference Planning Committee, University of Notre Dame September 2015 – May 2018

Secretary, French Club, University of Notre Dame September 2014 – May 2016

Member, Student Consultants for Non-Profit Organizations, University of Notre Dame April 2016- May 2017

**Skills**

Technology: Proficient in Microsoft Word, PowerPoint, Excel, and Stata

Language: Conversationally Fluent in French

December 10, 2018

United States House of Representatives

1705 Longworth House Office Building

Washington D.C 20515

To Whom It May Concern,

I am writing to express my interest in working as a Congressional Staffer for a Democratic Member of Congress. I am well-suited for the role because my prior experience researching Virginia policy issues and working on an environmental advocacy campaign has given me a good sense of what issues are important to voters in the Virginia and how to find practical solutions to complex policy problems.

As a Campaign Organizing Intern at Environment Virginia, I canvassed in Loudoun County, Virginia to gather petition signatures and handwritten letters that urged Governor Terry McAuliffe to include strong commitments to renewable sources of energy as part of the state’s implementation of the Clean Power Plan. I then phone banked and emailed those who I had met while canvassing to encourage them to volunteer or attend a campaign event. This experience helped me get a better sense of the different perspectives that voters in the Virginia have regarding how we should address environmental issues and the challenges that policy makers will face when trying to find practical solutions to complex problems.

Policy research at Serving Virginia allowed me to apply the critical thinking skills I had developed in my Economics and Political Science courses into thinking about practical solutions to policy problems. Each week, I researched a specific policy issue and developed a cost-benefit analysis of possible solutions to the problem. For instance, one of my tasks was to come up with an estimate of the impact of potential marijuana legalization on the state budget. Looking at the data, I estimated that the state could net 75 to 100 million dollars when considering increased tax revenue generated and decreased enforcements costs. These tasks helped me better understand the practical effect of potential legislation when thinking about whether to pursue a policy change.

I would like to continue to build upon my experiences working on a campaign and doing policy research as a Congressional staffer. It would be a tremendous privilege to play a small part in working to better the lives of the American people. Please consider placing me on your interview schedule. Thank you for your time and consideration.

Sincerely,

Zachary Spahr