

DAVID BARD

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EDUCATION

HARVARD LAW SCHOOL, Candidate for J.D., May 2012

Activities: *Harvard Law and Policy Review*, 1L Editor
Public Interest Section Representative
Reading Group: Socrates for Lawyers

CARLETON COLLEGE, B.A., *magna cum laude* in Political Science, June 2007

Honors: 2006 American Political Science Association Award:
Best Undergraduate Paper on the Presidency
Distinction in Major

Activities: Education and Curriculum Committee

Simplify your dates by using years and semesters or seasons rather than months. This makes your resume easier to read.



EXPERIENCE

ICF INTERNATIONAL, Fairfax, VA

2007 – 2009

Analyst

Created internal auditing system for the Federal Motor Carrier Safety Administration to monitor its responses to inter-governmental policy recommendations. Researched policy and performed cost-benefit analyses relating to regulation of large trucks. Interacted frequently with clients, often without supervision, including working on-site at the Department of Transportation.

OFFICE OF U.S. SENATOR RUSSELL FEINGOLD, Washington, DC

Winter 2007

Legislative Intern

Researched foreign aid budgeting and voting machine reform proposals. Attended hearings. Authored policy memos for senior staff.

CARLETON COLLEGE INSTITUTIONAL RESEARCH, Northfield, MN

Summer 2006

Research Intern

Analyzed survey, admissions, and student assessment data. Presented multiple policy recommendations to the Dean of the College. Produced internal reports.

CARLETON COLLEGE DEPT. OF POLITICAL SCIENCE, Northfield, MN

2005 – 2007

Research Assistant

Designed research project on European Political Economy. Researched George W. Bush's presidency. Analyzed election media coverage.

CARLETON COLLEGE ALUMNI ANNUAL FUND, Northfield, MN

2003 – 2007

Student Supervisor

Trained, motivated, and monitored six-person calling shifts. Analyzed donor statistics to evaluate solicitation techniques. Developed new caller incentive program.

PUBLICATION

David Bard and Joe Smith, *American Foreign Policy Opinion in 2004: Exploring Underlying Beliefs*, 27 *Am. Rev. of Politics* 295 (2007)

PERSONAL

Volunteer as an Assistant Class Agent, raising donations for Carleton College. Volunteered regularly at N Street Village, a DC homeless shelter, from 2008 – 2009. Spent two weeks traveling through the western U.S and backpacking in North Cascades National Park.

Research assistant positions can be listed with your undergraduate activities as your experience grows. If listing in your experience section, use short, specific sentences and include the name of the department or professor in the title.

