

JENNY JIAO

EDUCATION

Duke University, Durham, NC Expected May 2020

B.S. in Economics

- Cumulative GPA: 3.92/4.00 | Dean's List (Spring 2017- Fall 2018)
- Relevant Coursework: Economics of Crime, Crime Policy & Data, Regulation and Ethics in Financial Markets, Legal Analysis for Development Governance, Gender and Law, Econometrics, Political Leadership
- Honors/Appointments: Undergraduate Student Conduct Board, Young Trustee Nominating Committee

PROFESSIONAL EXPERIENCE

Duke Economics, Durham, NC Spring 2019

Teaching Assistant

- Teach undergraduates taking Economics 208: Econometrics. Hold office hours weekly and grade problem sets.

Legal Aid Society of DC, Washington, DC Summer 2018

Legal Intern

- Analyzed and reported on internal client and applicant databases and recommended areas of growth in data analysis and client service, with final report to the Legal Director and full staff
- Assisted attorneys with litigation by attending meetings, collecting evidence, and reporting on case progress

Foster America, Washington, DC Summer 2017

Development and Operations Intern

- Worked with senior leadership to research, design, and manage systems necessary for an expanding support base
- Conducted research on funding viability, including preparing grant proposals, reports, and presentations

Office of Rep. Michael Stinziano, Ohio House of Representatives, Columbus, OH Spring 2014 – Spring 2015

Legislative Intern

- Liaised daily with professionals and local constituents on various state-level governmental issues
- Wrote research memos on wide range of policy positions including panhandling laws and livable homes legislation

LEADERSHIP EXPERIENCE

Guardian ad Litem Program, North Carolina Courts Fall 2017 – Present

Guardian ad Litem Volunteer

- Appointed by a district court judge to investigate and determine the needs of abused and neglected children petitioned into the court system by the Department of Social Services
- Advocate for the child's best interest through regular visitation, investigative interviews, written court reports, and testifying at court hearings for the end goal of safety and permanence

Duke Debating Society, Duke University Fall 2015 – Present

President (2018-2019); Internal Vice President (2017-2018); Member (2016-2017)

- Supervise and make executive decisions about recruitment, team culture, internal policy, and tournament schedule for 100-person team and fund allocation of a \$35,000 budget
- 2019 U.S. Universities Champions; 2018 US Universities Eastern Champions; 2018 Pan-American Finalist; 2018 Empire Debates Top Speaker; 2019 Colgate Open Top Speaker

Duke University Board of Trustees, Duke University Fall 2018 - Present

Activating the Global Network Strategic Task Force Member

- Contribute as one of two undergraduate voting members of the task force in quarterly meetings charged with advising the president and the board on a plan for next-generation engagement platforms
- Create, research, analyze, and test strategic plans with final report and recommendations to the Board

Juris: Duke's Undergraduate Law Magazine, Duke University Spring 2016 – Present

Executive Design Editor (2016-2018); Case Law Editor (2018-2019)

- Oversaw and managed 7 lower-level design editors and oversee a staff of 45 writers

SKILLS

Computer Skills: Stata, Python, Tableau, Salesforce, Microsoft Office, Adobe Indesign

Language Skills: Conversational Spanish, Conversational Mandarin