

# FERNANDO ORTIZ

## *Experience*

**OFFICE OF MAYOR MARTIN J. WALSH, CITY OF BOSTON**; Boston, MA

**City Council Liaison, Office of Intergovernmental Relations**

Oct 2020 - present

- Work and engage with the City Council to advance the Mayor's legislative priorities in the Council.

**Deputy Director, Office of Scheduling & Advance**

Feb 2020 - Oct 2020

- Managed a team of six to execute and coordinate proper staff for the Mayor's daily and long-term schedule.
- Prepared the Mayor's daily briefing materials in coordination with city departments and external partners.

**Advance Coordinator & Official Correspondence Manager, Office of Scheduling & Advance**

Jan 2019 - Feb 2020

- Accompanied the Mayor and coordinated logistics at over 200 public and private events, meetings, and appearances.
- Researched and crafted over 100 greeting letters, proclamations, and other official memoranda on behalf of the Mayor.

**JAY GONZALEZ FOR GOVERNOR**; Cambridge, MA

**Director of Scheduling & Personal Aide**

Sep 2018 - Nov 2018

- Managed logistics for the candidate's schedule; planned the advance operation; and accompanied the candidate to all events.
- Provided Spanish-English translation for the candidate in interviews, meetings, and campaign advertisements.

**JOSH ZAKIM FOR SECRETARY OF STATE**; Boston, MA

**Director of Finance**

May 2018 - Sep 2018

- Operated as the principal fundraiser of a statewide campaign against a 25-year incumbent, raising over \$425,000 over four months for an office with a historically low profile.

**Deputy Field Director**

Jan 2018 - May 2018

- Organized early volunteers to collect over 7,000 signatures as the campaign's first full-time staff member.
- Helped lead the campaign to a historic upset where the candidate won Party support over the incumbent in nearly 40 years.

**COMMITTEE TO RE-ELECT MARTIN J. WALSH FOR MAYOR**; Boston, MA

June 2017 - Nov 2017

**Regional Field Organizer**

- Managed the field operation for 30 precincts in five neighborhoods, ultimately earning 77 percent of the vote.
- Recruited and trained three teams totaling over 150 volunteers over four months to boost voter outreach and turnout.

**OVERSEAS DEVELOPMENT INSTITUTE**; London, United Kingdom

Feb 2016 – April 2016

**Research Intern, International Economic Development Group**

- Assisted researchers focused on sustainable development to advise Sub-Saharan African governments.

## *Education*

**BOSTON UNIVERSITY**, Questrom School of Business; Boston, MA

Aug 2020 - present

- M.B.A. Candidate, Social Impact Program, Class of 2023

**BOSTON UNIVERSITY**, College of Arts and Science; Boston, MA

Sep 2013 – May 2017

- B.A. Economics, B.A. Political Science, *Cum Laude*
- Dean's List: Fall 2014; Spring 2015; Spring & Fall 2016; Spring 2017

## *Volunteer work*

**SPARK Boston Council**

Sep 2019 - Aug 2020

- Selected to be a member of this council of young professionals to advise and promote civic and youth engagement efforts in the City of Boston.

**Big Brothers Big Sisters of Eastern Massachusetts**

Jan 2020 - Dec 2020

- Built a relationship with a young student from East Boston's Umana Academy to offer mentorship and academic support.

**Alternative Service Breaks, Boston University Community Service Center**

Oct 2014 - April 2015

- Developed a program for 15 students traveling to San Juan, Puerto Rico to assist the efforts of a local public health nonprofit.

## *Skills*

- Fluent in Spanish; proficient in French.
- Proficient in Microsoft Office, Google Apps, IQ for Congress, Congressional Research Service, LexisNexis, JStor, NGP VAN, VoteBuilder and MiniVAN.