

# Alia R. Schechter

(b)(6)

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## PROFESSIONAL EXPERIENCE

### **Biden-Harris Transition Team** | Washington, DC

*National Finance Assistant*

November 2020 – January 2021

- Supported leadership with donor communications and fundraising event preparations; tracked supporters' fundraising efforts, managed event programming with hosts, and oversaw external communication to event guests.
- Prepared briefing materials for senior staff and principals in advance of events with prospective donors.
- Managed finance team calendar, event logistics, and surrogate outreach.

### **Biden for President** | Philadelphia, PA

*Finance Assistant – HQ and Abroad*

June – November 2020

- Coordinated 25+ campaign fundraisers for Americans living overseas; liaised with event surrogates' staff to finalize programming and communicated with donors and finance committee members to promote campaign events.
- Drafted briefing documents for senior staff calls to major donors and finance committee members, as well as for event principals such as Vice President Harris, former administration officials and elected representatives.
- Managed the approval of direct mail campaigns, coordinating between campaign departments to stay on message and meet external production deadlines.

*Finance Fellow*

February – May 2020

- Researched donor backgrounds and utilized campaign finance data to prioritize donor targets and profiles
- Maintained and tracked NGP/VAN database.

### **Gillibrand 2020** | Troy, NY

*Finance, Scheduling and Advance Intern*

January – August 2019

- Developed an Excel system for 2-person Advance staff to easily access and coordinate travel itineraries and monitor expenses.
- Coordinated campaign-related travel for Senator and staff and responded to last-minute changes.
- Received and processed 200+ weekly scheduling requests, managing flow of invitations to scheduling team.
- Designed fundraising strategy for 300+ young professional affiliates to easily share information increase donation yield.

### **University of Pennsylvania, Political Science Department** | Philadelphia, PA

*Research Assistant*

January 2018 – May 2019

- Graphed and ran statistical tests to measure racial disparities data in education, healthcare and incarceration from 1865 to 2017.
- Coded *New York Times* data on US political protests in Excel, sorting information by key claims, protest methods and location.

### **CLS Strategies** | Washington, DC

*Public Relations Intern*

May – July 2017

- Conducted competitive landscape research and summarize key conclusions. Wrote social media posts in Spanish for Latin American clients and Spanish language accounts.
- Researched and compiled daily briefs by analysing news and datasets and presented results to client management team.

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## LEADERSHIP EXPERIENCE

### **Penn History Review** | Philadelphia, PA

*Editorial Board Member*

January 2018 – May 2020

- Evaluated originality, structure, and argumentation of undergraduate historical research to determine eligibility for publication.
- Provided one-on-one guidance to selected authors to edit structure, clarity and grammar for final publication.

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## EDUCATION

### **University of Pennsylvania** | Philadelphia, PA

May 2020

- B.A. *Magna Cum Laude* in History and Political Science; Pi Sigma Alpha Political Science Honor Society.
- Recipient of the Adolf G. Rosengarten, Jr. Prize for the best undergraduate thesis in the history department; thesis focused on the changes in political rhetoric in the Mexican women's suffrage movement between 1938-1953.

### **Universidad de los Andes** | Bogotá, Colombia | Exchange Student

July – December 2018

- Coursework included studies of the Colombian armed conflict and the 2016 peace agreement. Collaborated on a jurisprudence analysis submitted to the *Jurisdicción Especial para la Paz* (JEP), led by Prof. Catalina Botero.

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## SKILLS & INTERESTS

**Languages:** Spanish (native speaker), French (intermediate)

**Skills:** LexisNexis, NGP/VAN, VAN, and Microsoft Office Suite (Word, Power Point and Excel)

**Interests:** Latin American literature (particularly magical realism), scuba diving, attending the theater.