

# Michelle Anteater

[janteater@uci.edu](mailto:janteater@uci.edu) | (949) 824-3200

## EDUCATION

University of California, Irvine (UCI)  
**Bachelor of Arts in Political Science**  
GPA: 3.38

June 20XX

## INTERNSHIP EXPERIENCE

Congressman's District Office |

### District Office Intern

July 20XX – September 20XX

- Assisted constituent services representatives with constituent casework, such as answering constituent calls and aiding them with their concerns
- Helped organize projects and events for the district, such as compiling contact information for events and writing summaries for staff
- Collected information on new technology and wrote summaries of the information

## INTERNATIONAL EXPERIENCE

Olive Tree Initiative (OTI) at UCI | Irvine, CA

### Student Diplomat

March 20XX – September 20XX

- Participated on the OTI trip to the Middle East and studied the Israel/Palestine conflict and its complex narratives (August – September trip)
- Interacted with diplomats, politicians, refugees and civilians in efforts to learn about the conflict by asking questions on various topics such as the peace process
- Reviewed news articles and organized a class presentation on modern-day Jordan's role in the Israel/Palestine conflict, primarily on the status of Palestinian refugees in the country

## LEADERSHIP EXPERIENCE

UCI Division of Career Pathways | Irvine, CA

### Peer Consultant Lead

August 20XX – Present

- Collaborate with program supervisor and co-Peer Consultant Lead every week to plan an agenda for the peer consultants' weekly class meetings
- Oversee the interns' work, progress, and hours completed in the program through one-on-one meetings and office hours
- Advise UCI students by reviewing resumes, offering job search strategy tips, and addressing students' career concerns to help them pursue their career goals through one-on-one drop-in sessions

UCI School of Law, Saturday Academy of Law | Irvine, CA

### Teaching Assistant

October 20XX – November 20XX (Every Fall Quarter)

- Led college-style discussion groups of 5-8 high school freshman about the first amendment rights of the Constitution
- Aided students with their writing and critical thinking skills by teaching them proper ways of crafting strong arguments in essays and close reading passages in the legal cases

UCI Model United Nations (UCIMUN) | Irvine, CA

### Director, World Bank Committee

November 20XX – May 20XX

- Oversaw the delegates' substantive debate by approving motions and effectively running the flow of debate
- Trained the committee's assistant directors on how to take motions and run debate
- Wrote a topic synopsis on energy and extractives and water as discussion topics for the committee in the 20XX conference

## SKILLS

- **Languages:** Fluent in speaking Kapampangan (Filipino dialect) and conversational in Tagalog
- **Computer:** Intermediate in Microsoft Word, PowerPoint, and beginner in Excel