

Stephanie Shields

sshields@u.northwestern.edu | [linkedin.com/in/stephshields](https://www.linkedin.com/in/stephshields) | www.stephshields.com

(650) 667-9494 | Hillsborough, CA & Evanston, IL

EDUCATION

Northwestern University, Evanston, IL - MAY 2024

3.8 GPA. Bachelor of Arts in Political Science, Minor in Entrepreneurship.

Relevant Coursework: International Political Economy, International Relations, Comparative Politics, NUvention: Energy (competitive, application-based class focused on renewable energy product development)

Activities: Associated Student Government (Chief of Staff, Senator), Books & Breakfast (Tutor), Spoon (Vice President, Editorial Writer), MayFest Productions (Corporate), Little Joe's Venture Fellow, MiniChefz (Volunteer)

The Nueva School, San Mateo, CA - SEP 2017 - JUNE 2020

Relevant Coursework: American Government, American Presidency, US History, Adv. Programming

EXPERIENCE

Regulatory Affairs Intern, Invenergy

JUNE 2022 - AUG 2022

- Drafting research, memos, and other materials on state and federal economic regulators, transmission service providers, and regional trade associations to optimize Invenergy's strategy in wholesale electricity markets
- Monitoring state energy policy initiatives concerning regulatory proceedings of state public service commissions
- Analyzing policy impacts on business opportunities and proposing strategy for internal business groups
- Assisting in obtaining regulatory approvals for Invenergy led initiatives and commercial transactions

Compliance Associate, Theresa Greenfield for IA & Intern at Nicole Galloway for MO

JULY 2020 - NOVEMBER 2020

- Theresa Greenfield: "Stephanie is outstanding... absolutely the best intern we have had on the campaign."
- Assisted with fundraising events, researched prospective donors, and maintained the donor database
- Only intern to be promoted to a full-time finance staffer for the Greenfield campaign, focused on compliance work
- Led finance meetings, discussed policy, shadowed staff, double-dialed for call time, reviewed business strategies

Intern Manager, WomenCount & Electing Women Bay Area

AUGUST 2019 - FEBRUARY 2021

- Organized fundraising events for two nonprofits focused on female political candidates; researched female politicians and created slates for the [website](#); personally raised \$150,000 for candidates
- Managed a team of 4 interns: conducted trainings, answered questions, and ensured timely completion of projects

Principles of Entrepreneurship Teaching Assistant, Northwestern University

DEC 2021 - JUNE 2022

- Guest lectured; answered student questions; maintained confidentiality for grading assignments
- Developed entrepreneurial course content with Professor; mentored students on how to develop their ventures

Project Manager, The Ambassadors Company

FEBRUARY 2021 - JUNE 2022

- Directly managed 10,000+ Ambassadors from across the US to coordinate the execution of all tasks for client projects, including thorough completion of surveys and participation in focus groups and panel discussions
- Authored and sent all Ambassador communications via email and text, managing project setup and progress

Lead Camp Counselor, Sugar Bowl Academy Summer Camps

JULY 2021 - AUGUST 2021

- Single-handedly led a group of thirteen 3-4 year olds, managed conflict resolution to regulate safety and care of all
- Independently scheduled and executed all crafts, games, hikes, lunches, and numerous other activities for campers

AWARDS

2022: [Northwestern Wildcat Impact Award](#) - Stewardship

2022: [Little Joe Ventures Fellow](#)

2022 & 2021: Dean's List

2020: 1st Place Sponsor Award Winner at [Nueva Hacks III](#)

2019: President's Volunteer Service Award (Gold)

2019: 1st Place Grand Prize Winner at [Nueva Hacks II](#)

SKILLS

Public Speaking; Political Research; Spanish Proficiency; HTML, JavaScript, ReactNative, R; Creative Writing; Photo/videography, Social Media Management; Microsoft Office Suite, Apple Suite, Google Suite; Statistical Analysis