

Megan E. Liaboe

EDUCATION

The College of William and Mary

B.A. in International Relations, Minor in Economics, expected May 2010, GPA 3.77

Dean's List Spring 2007, Fall 2007, Spring 2008, Fall 2008, Spring 2009

William and Mary in Washington, DC Program Scholar: Selected to participate in Fall 2008 program in DC combining internship experience at U.S. Department of State with academic studies in post-conflict reconstruction.

National Security Education Program Boren Scholar: Received full scholarship from the Institute of International Education to study Arabic language for the Summer of 2008 at Yarmouk University in Irbid, Jordan.

RELATED EXPERIENCE

Intern, Council on Foreign Relations

Washington, DC

- Conducted research on NATO training tactics, post-conflict reconstruction, IAEA safeguards, and Pakistan security issues. Helped compile and deliver Immigration Task Force Report to Congress. Performed fact checking, research, and analysis for Peter Beinart's book on U.S. foreign policy. Staffed Secretary Clinton's visit to the Council. Assisted research assistant in analyzing data presented at briefings and Congressional hearings. Participated in Council Roundtables discussing nuclear proliferation and engagement with Iran. (Summer 2009)

Research Assistant, Institute for the Theory and Practice of International Relations

Williamsburg, VA

- Evaluated and coded a multitude of foreign aid projects according to established criteria for entry into PLAID databases. Edited and formatted content of scholars' research papers for publication. Gained a solid grounding in the academic research process. (2009-Present)

Resident Assistant, The College of William and Mary

Williamsburg, VA

- Planned, publicized, and implemented educational and social programs for 30 Freshmen residents. Provided academic and personal counseling, resources, and referrals. Enforced College policy and communicated with administration. (2007-2009)

Intern, Overseas Briefing Center, US Department of State, Foreign Service Institute

Arlington, VA

- Communicated with U.S. Embassies and Consulates to ensure the center's information was accurate and up to date. Assisted Foreign Service Officers and employees of other government agencies in finding the resources and information needed for overseas government employment. Maintained and updated Overseas Briefing Center's materials on-line through State Department intranet system. Updated Transition Center's website. (Fall 2008)

Intern, Knowledge and Information Services, National Center for State Courts

Williamsburg, VA

- Contributor to "Civil Filing Fees in State Trial Courts, 2007" outlining trends of the Civil Filing Fees in U.S. Courts. Formatted content of the center's Job Description Database. Edited resource annotations, tracked changes on the state courts of last resort and general library work. (2007-2008)

Intern, Assistant to Deputy Political Director of Illinois, Obama for America

Chicago, IL

- Conducted interviews for intern candidates, monitored intern applicants, and assisted in organization of "Camp Obama" intern training. Communicated with Illinois politicians and leaders in regard to their support. Wrote transcripts for phone canvassing. Organized outreach to veterans, LGBT groups, and labor groups in Illinois and Iowa. Assisted in the selection of Illinois delegates for the Democratic National Convention. (Summer 2007)

ACTIVITIES

Schedule Coordinator, Mentor, Project ALL (Academy for Life and Learning)

- Responsible for scheduling mentors' visits to ALL. Aided in general classroom activities in middle school English and Science classes at local alternative school program. Worked individually with students on reading, writing and science skills. Advocated for the program to the community area and Williamsburg-James City County School Board. (2009-Present)

Mortar Board National College Senior Honor Society (2009-Present)

SKILLS

Language: Proficient in reading and writing in Spanish; functional in Arabic.

Computer: Proficient in Microsoft Office, Publisher, Excel, and basic HTML.