

Alanna Whytock

Home Address 9301 Kite Street, Burke, VA 22015

Campus Address CSU: 0684, P.O. Box 8793, Williamsburg, Virginia 23186-0684

Home (703) 323-7422 **Cell** (703) 338-4614

Email awhytock@gmail.com

EDUCATION

College of William & Mary, Williamsburg, VA

B.A in International Relations, May 2009

Foci and Interests: International Security, Political Economy, East Asian Area Studies

Second Major: Philosophy

GPA - 3.82

Study Abroad: Beijing, China - Summer 2007

Chinese Language and Culture

RELEVANT EXPERIENCE

U.S. State Department - U.S. Mission to NATO, Brussels, Belgium, 05/08 - 08/08

Intern - Public Affairs Section

- Compiled daily news articles concerning NATO-relevant topics, briefed supervisors on significant events and media messages
- Designed informational tour for Ukrainian parliamentarians: selected relevant topics of discussion, arranged for speakers, coordinated content with military section of NATO operations, supervised actual tour and made adjustments to the program where necessary
- Researched past negotiations concerning new public diplomacy language on arms control
- Researched European media outlets and think tanks and their impact on the European public as part of a new public diplomacy strategy
- Covered all the duties and responsibilities of my sponsoring foreign service officer while he was on leave

College of William and Mary, Williamsburg, VA, Sept. 2007 - present

Chinese Language Teaching Assistant

- prepared speaking and listening activities
- independently taught class of 18 students twice a week, providing immersion environment for language learning
- answered students' additional questions outside of class time

Congressional Schools of Virginia, Falls Church, Virginia, June, 2006 - August, 2006

Lead Camp Counselor

- Responsible for the safety and well-being of twenty children, ages seven to nine, coordinating with an assisting junior counselor.
- Taught and assisted in activities ranging from arts and crafts to swimming and sports.
- Gave personal and individual attention to each camper while balancing the needs of a group as a whole, fostered teamwork skills.
- Tracked the medical needs of each child, monitoring environment for potential hazards, providing first aid.
- Resolved conflicts between campers, campers and staff; maintained communication with the parents of each camper, keeping them informed of their child's progress and problems.

COMPUTER AND LANGUAGE SKILLS

Proficient in Mandarin Chinese - reading, writing, conversation, and composition. Competent use of Microsoft Office and SPSS; basic exposure to Java and Stata.

ACTIVITIES

- DoG Street Journal - photographer for campus publication
- Brass Quintet member