

Barbara Sanford · (831)515-2075 · barbara1@stanford.edu

Education:

Stanford University, Stanford, CA 9/2019–Present

- Bachelor of Arts, expected 6/2023 - GPA: 3.910/4.0

Work Experience:

US Department of State—USFSIP Summer Intern 6/2021 – Present

- Participate in a three week training on professional writing, history, and diplomacy
- Research and edit materials for upcoming exchange programs
- Host Q&As with exchange alumni at online events with attendees from around the world
- Run Zoom training for 25+ State Department employees

VABAMU Museum of Occupations and Freedom, Tallinn, Estonia—Virtual Intern 3/2021–6/2021

- Created and pitched a detailed plan for an upcoming digital exhibit on Estonian history
- Conducted archival research using online databases and Hoover Institution Archives

Virtual Student Federal Service, US Embassy Tunisia—English Language Intern 9/2020–6/2021

- Conduct conversational English practice with Tunisian high school students
- Facilitate cultural exchange between the US and Tunisia

Hume Center for Writing and Speaking, Stanford University—Peer Tutor 9/2020–Present

- Work with undergraduate and graduate students on their written communication skills
- Apply the directive and nondirective strategies taught in Hume’s Peer tutor course

Cardinal Careers, Haas Center for Public Service at Stanford—Public Service Careers Intern 1/2020–6/2020

- Created a new outreach strategy for Public Interest Careers at Stanford in order to more effectively publicize these career options via email lists, websites, events, etc
- Analyzed resources such as Stanford Alumni Mentoring (SAM), the Cardinal Careers Newsletter, and the Cardinal Services Website, and provide feedback for improvement

Assemblymember Mark Stone’s Office—Summer Intern 6/2018–8/2018

- Composed responses to constituents in order to refer them to proper resources, commend civic engagement, and provide support
- Researched legislation on government databases to update staff and constituents

Research:

Stanford Graduate School of Education— Research Assistant 6/2020–12/2020

- Used Dedoose to code and analyze interview transcripts for a postdoc’s project focusing on identity development and friendship during college for minority students.
- Conducted additional research on religious identity development with two RA’s; presented findings at ASHE virtual conference (Association for the Study of Higher Education)

Activities and Leadership:

Stanford Cap and Gown—Alumni Relations Chair 9/2020–Present

- Organize Zoom events with club alumni for 80+ participants
- Publicize Leader Award and act as student representative in application process
- Connect Stanford students to alumni mentors from the longest-running student club

Stanford Effective Altruism—Arete Fellow 6/2020–9/2020

- Learned about the theory and applications of Effective Altruism through weekly readings and discussions

Stanford Women in Politics—General member 9/2019–Present

College Advising Corps—Student Ambassador 8/2019–8/2020

- Perform social media “takeovers” in order to share experiences at Stanford with low income, first generation, and/or underrepresented high school students.
- Advise prospective students who are served by the College Advising Corps

Model United Nations Club, Soquel High School—President 8/2015–6/2019

- Organized conference trips for 30+ students and ran weekly meetings
- Managed club budget and organized fundraising events in order to ensure that all interested students could participate, regardless of financial resources

Awards: Seal of Biliteracy for Spanish (2019) · Social Studies and World Languages Department Awards - Soquel High (2019) · National Merit Commended Student · Girl Scout Silver Award (2015)

Skills: Advanced Spanish (writing, reading, speaking) · Clear and concise writing · Photoshop (for photo editing and basic graphics) · PowerPoint · Excel · Word

Interests: Writing, language learning, history education, baking, politics, music, literature, volunteering

