

ROSANA DUARTE

PROFESSIONAL EXPERIENCE

THE PARKSIDE GROUP New York, NY *Policy Associate* Sep. 2024 – Present • Tracks legislation related to real estate, housing, financial services, energy, the environment, and technology portfolios as it advances through City Council.

- Creates and maintains comprehensive bill lists for in-depth policy analysis across key sectors, aligning with the legislative interests of over 15 clients.
- Drafts weekly newsletters and targeted policy issue updates for clients, ensuring the exchange of timely and relevant information.

CORO NEW YORK LEADERSHIP CENTER New York, NY *Fellow in Public Affairs* Sep. 2023 – May 2024
Experiential learning through rotational work placements across New York's public affairs sectors, where Fellows deliver a high-quality project to each organization:

- **The New York Climate Exchange:** Managed proposal of three community science projects for organizational involvement, and developed detailed plans for implementation, milestones, and budget.
- **The Overbrook Foundation:** Identified and evaluated 30 high-impact community-based nonprofits addressing the petrochemical industry and managed the preparation of grant proposals for presentation to the Board of Directors.
- **Accenture:** Conducted a comprehensive analysis and visualization of project management data using Excel, and created a +13 slide PowerPoint presentation, providing actionable recommendations for project close-out and client transition.
- **The New York Housing Authority:** Developed a financial management dashboard on Excel for executive leadership, enhancing efficiency in budgeting, procurement, and contract processes.

UNITED STATES SENATE , OFFICE OF SENATOR BLUMENTHAL (D-CT) Washington D.C *Congressional Hispanic Caucus Institute Intern* Jan. 2022 – May 2022 • Oversaw constituent services, directly supported +100 Connecticut residents per day, and tracked all constituent email correspondence to resolution.

- Drafted 15 memos from hearings and briefings from the Senate committees on commerce, science & transportation, foreign relations, and environment, facilitating informed decision making among staffers on critical priority issues.
- Conducted legislative research to inform the Senator and staff on key policy issues, ensuring data driven decisions and incorporating diverse perspectives to amplify citizens' voices in government.

ACADEMIC PROGRAMS

UNIVERSITY OF CHICAGO, HARRIS SCHOOL OF PUBLIC POLICY

Data & Policy Scholar Program Aug. 2023 – Sep. 2023 • Attended program taught by leading faculty; learned advanced statistics for modeling. • Used R programming to develop a command on data cleaning and visualization.

- Produced a capstone project analyzing telephone data to identify patterns of Internally Displaced People in Afghanistan, providing recommendations to the United Nations High Commissioner for Refugees.

EDUCATION

SOUTHERN CONNECTICUT STATE UNIVERSITY New Haven, CT B.S in Political Science May 2023 Minors in Journalism and Environmental Studies

- Graduated magna cum laude Latin honors; Outstanding Honors Thesis Award recipient.