

Matthew Hall

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SUMMARY OF QUALIFICATIONS/SKILLS

- Experienced curriculum development, teaching and delivery, policy analysis, and public affairs
- Skilled in numerous office programs including Microsoft Excel, various class administration utilities, as well as research programs such as SPSS,
- Prior experience in the Texas legislative process, committee procedures, public relations, stakeholder engagement, and bill drafting
- Expertise in key policy fields, such as financial instruments, public pensions, investments, insurance, and education

EDUCATION

Master of Arts, Political Science- Graduated May 2012

Texas State University- San Marcos, Texas

Overall GPA: 4.0

Relevant Coursework: Directed Reading and Research, International Law, Comparative Politics, Modern Democratic Systems, Practicum in Teaching Political Science, Political Economy, Problems in International Politics, Public Policy, Quantitative Research and Methodology, Third World Politics

Bachelor of Arts, Political Science- Graduated May 2009

Texas A&M International University- Laredo, Texas

Minor: History

Overall GPA: 3.724, **GPA in Major:** 4.0

Relevant Coursework: Classical and Modern Political Thought, Comparative Politics Congress and the Presidency, Constitutional Law, International Relations, Public Administration, Political Geography, Public Social Programs in Transition, Research Methods in Social Science

HONORS

Texas State College of Liberal Arts Graduate Scholarship, 2010 - 2012

Senator Gregory Luna Graduate Fellow, 2011

Senate Committee on State Affairs Citation of Service, 2011

TAMIU Dean's List, 2007, 2009

Phi Kappa Phi National Honor Society Inductee, 2009

TAMIU Academic Scholarship, 2005-2009

Pi Sigma Alpha Political Science Honor Society Inductee, 2008

TAMIU International Education Scholarship, 2008

University Life Award- Project of the Year, 2008

EXPERIENCE

Field Representative- Congressman Pete Gallego

January 2013 – Present

United States Congress, Del Rio, Texas

- Managing the scheduling and training curriculum for San Antonio and Del Rio district office interns
- Working with community stakeholders, elected officials, and state and federal agencies to address local/regional concerns
- Advising the Congressman and DC staff on regional policy issues
- Organizing outreach events for the Congressman
- Aggregating and maintaining an effective points-of-contact network for use by staff constituent services staff.
- Developing quantitative benchmarks to measure degrees of community outreach for long-term strategic planning

Campaign Associate- Del Rio Office Director

October 2012 – November 2012

Democratic Congressional Campaign Committee/Pete Gallego For Congress, Del Rio, Texas

- Managing the hiring and scheduling of office staffers for the Pete Gallego For Congress campaign
- Organizing the canvassing of neighborhoods, instruction of new-hires, public relations, and community outreach
- Managing the collection, organization and integrity of quantitative data from campaign canvassing in the Voter Activation Network (VAN)
- Engaging with key elected stakeholders to assist in the expansion of campaign office capacity, assisting in the organization of fundraising efforts
- Developing and executing pilot Get Out the Vote (GOTV) initiatives for colonia residents

Remedial Summer School Teacher

Summer 2012

Sanders Elementary School, Hollandale, Mississippi

- Served as a summer faculty member teaching English comprehension and writing in rural northern Mississippi
- Responsible for collecting and aggregating class data relating to grades, personal conduct and overall student achievement for long-term quantitative analysis

Graduate Assistant/Teacher of Record

September 2010 – June 2012

Texas State University- Department of Political Science, San Marcos, Texas

- Graduate assistant (2010-2011), department faculty member, (Spring 2012 semester)
- Teaching undergraduate political science courses on American government, education policy and Texas politics
- Providing supplementary instruction and assistance to international and English as a Foreign Language (EFL) university students
- Organizing attendance records, class rosters, exams, grades, and research material
- Assisting with and managing extracurricular department activities and computer datasets

Policy Analyst

January 2011- June 2011

Texas Senate Hispanic Research Council, Austin, Texas

- Senate Committee on State Affairs policy analyst responsible for legislation relating to public pensions, investments, finance, and insurance
- Cooperated with stakeholders and other legislative and state agency staff to broker compromise on proposed laws
- Provided policy and vote recommendations on proposed laws, assisted with primary, secondary, and higher education legislation as needed

Teacher – Department of Education Research

September 2009 - September 2010

Tanhyon Middle School, Demilitarized Zone, South Korea

- Provided instruction to students in the Tanhyon/Unification Village area
- Taught English as a Foreign Language (EFL) grammar and conversational classes to first, second, and third-year classes
- Provided instruction on additional subjects as needed, such as history, science, and government
- Organized lesson plans, test scores, attendance rosters, and extracurricular activities
- Planned and managed school English camps, as well as afterschool events
- Assisted with South Korean army youth educational programs

SELECTED ACTIVITIES

- Distance-Learning Language Instructor, *Verbling.com*, 2012-2013
- XY Zone Volunteer Civics Teacher, 2011
- Guest Correspondence Lecturer for bilingual business-major students at the Higher Colleges of Technology, Dubai, UAE, 2011