Kate Doyle

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 086 083 9541

Education

2015 – 2016 **Washington Ireland Program,** Class of 2015

* 1 of 30 students selected to participate in WIP’s service and leadership curriculum
* Completed an extensive 8 week placement in Washington D.C.
* Delivered program’s closing remarks at Irish Ambassador Anderson’s Residence
* Collaborated on group paper encouraging civic engagement among Ireland’s youth

2014 -2015 **Postgraduate Diploma in Law, 2.1** Dublin Institute of Technology

* Company Law, Contract Law, Law of Tort, Constitutional Law, Law of Property, Equity and Core Legal Skills
* FE1 candidate, October 2015; Property, Equity and Company Law,

2009-2013 **B.A Honours History, 2.1** Trinity College Dublin

Dissertation:  **An Ally in Trouble?** **Anglo-French Political Relations during the Crises of 1917**

* Primary research at the National Archives, London
* Examined diplomatic relations between Britain and France during 1917

2003-2009 **Leaving Certificate, 525 points** Mount Anville Secondary School, Dublin

Employment History

June – July 2015 **Congressional Intern,** *U.S. House of Representatives, Washington D.C*

* Attended House *Foreign Affairs* and *Oversight & Government Reform* Committee Hearings, submitted memos to relevant Legislative Assistants
* Undertook special research projects on topics of cyber security and nuclear testing
* Drafted constituent correspondence
* Managed reception, answered phones, took note of constituent feedback

June –July 2014 **Legal Intern**, *CORU, Health and Social Care Professionals, Dublin*

* Researched *CORU*’s Framework Code of Professional Conduct and Ethics and identified any deviations in the draft Codes adopted by Boards under CORU’s remit. Reviewed responses to a Public Consultation held in respect of these. Identified the primary themes and drafted a report for presentation to the relevant Boards.
* Drafted Letters of Instruction and Preparation of Counsel briefs seeking external legal advices.
* Created a case study scenario and supporting documentation to be used as training materials in advance of *CORU*’s first Registration Appeal hearing.
* Reviewed CORU’s Maternity and Parental Leave policy, ensuring consistency with current employment legislation and departmental circulars.
* Kept a watching brief at a Solicitor’s Disciplinary Tribunal and observed an on-going judicial review matter at the President’s Court (July 1st).

October 13 – June 14 **Volunteer Programme Trainee,** *Suas Educational Development, Dublin*

* Presented Suas and the Volunteer Programme in third level institutions as part of national marketing campaign
* Screened, interviewed and selected candidates as part of an interview panel
* Managed all programme logistics, including flights and visa applications
* Updated volunteer and coordinator contracts for the programme in 2014
* Supervised and allocated tasks to office intern

June – August 2013 **Teaching Assistant,** *Suas, Kolkata, India*

* Full time teacher of English and Mathematics to class of forty children aged 5 - 11
* Prepared daily lesson plans and ‘Teaching Learning Materials’

December 2009 – May 2013 **Floor Staff,** *Glesson’s of Booterstown, Bar & Restaurant, Dublin*

* Floor staff serving food and drink in a large, busy restaurant

April – May 2012 **Researcher,** *Warren & Partners, Taxation & Business Advisors, Dublin 2*

* Investigated the history of the firm’s office building
* Delivered findings in a written report
* Met tight deadlines during college exam time

June 2012 **Front of House,** *Adams Auctioneers, St Stephen’s Green, Dublin*

* Engaged with clients in a formal business setting
* Provided information relating to sale items and auction details

November 2006 **Legal Intern,** *Free Legal Advice Centre, Dorset St, Dublin 1*

* Shadowed Noeline Blackwell (Director at FLAC)

Interests and Achievements

* Founder of DIT’s first Suas Society
* Volunteer at SOAR; delivering early intervention and preventative wellness programmes for teenagers
* Volunteer at *Life Pieces to Masterpieces*; an arts based peer mentoring programme
* Peer mentor with Suas’ Literacy Support Programme, 2013 – 2015
* Keen runner, captained school tennis and netball teams, played college badminton
* Member of Dublin Toastmasters
* Holder of a Bronze Gaisce Award
* Grade 8, piano. Royal Irish Academy of Music, 2008
* Completed portfolio fine art course at Institute of Art and Design, 2009

Referees

**Dr. Patrick Bernhard**, Dissertation Supervisor, Lecturer in Modern European History, UCD Tel: 01 716 8371, E-mail: patrick.bernhard@ucd.ie

**Dermot Heslin**, Former Suas Volunteer Programme Manager

Tel: 087 290 5823, E-mail: dermotheslin@gmail.com