

Amanda Kennedy

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EDUCATION

University of Toronto Faculty of Law JD Program

Candidate for Juris Doctor, 2025

September 2023 to April 2026

University of British Columbia B.A. Honours in History with International Relations

Undergraduate Thesis in History: The U.S. and Military Dictatorships in the Global South: The Struggle for Resources in Brazil, the Democratic Republic of the Congo, and Indonesia in the 1960s

Academic Awards

- Alberta Blue Cross Scholarship: Annual post-secondary academic scholarship [1st to 4th year]
- Alpha Gamma Delta Foundation's Scholastic Achievement Award: Highest cumulative grade point average [4th year]
- Dean's List Designation: Exceeded an A (85%) average in over 27 credits per academic year [3rd year, 4th year]

PROFESSIONAL EXPERIENCE

Rietti Family | Llanwrtyd Wells, Wales UK Live-in Caretaker, Au Pair

January 2023 - August 2023

- Managed the comprehensive and specialized care of two high-needs children with parents working away from home: one with attention-deficit/hyperactivity disorder and autism, and the other with growth hormone deficiency
- Handled multiple daily responsibilities including coordinating with healthcare professionals and educators, transportation, and household upkeep

Cinema Public House, Freehouse Collective Restaurant & Bar Server

August 2021 to December 2022

- Excelled serving in a fast-paced and dynamic environment at a high-volume nightlife bar, managing diverse customer demands and maintaining composure under pressure
- Demonstrated attention to detail and accuracy in processing orders, payments, and maintaining records

Tennis Centre, UBC Athletics & Recreation | Vancouver, BC Facility Operations Staff

April 2021 to April 2022

- Main point of contact for all customer-related inquiries and complaints including facility bookings, registration for programs, and financial transactions
- Proposed process modification which reduced wait-times without requiring additional staffing

JOEY Restaurants | Burnaby, BC Restaurant Waitress

May 2020 to November 2020

- Provided outstanding quality of service in a timely manner in tasks such as offering curated recommendations to tables, managing large table sections, and following the COVID-19 policies and protocols

Assistant Office & Administration Manager

- Promoted because of demonstrated motivation and positive attitude around the company
- Created and updated daily profit reports using historical estimates, expense and reimbursement summaries, and reported to Regional Managers with detailed discount accounts and promotional reviews
- Managed all cash input and pay-outs for salaried and general workers, generated statements tracking sales activity; first point of contact for the General Manager on financial updates

Alberta Blue Cross | Edmonton, AB
Summer Intern in Corporate Services

April 2019 to August 2019

- Organized and prepared privacy-sensitive documents in line with strict time demands to be scanned and digitized in the 2000s Archival Project, while complying with unit procedures and provincial standards
- Analyzed and updated master files regarding inventory, data, and assisted management in resource operation

Sun Aura Parks Inc. | Edmonton, AB
Public Parks and Rentals Employee

May 2019 to August 2019

- First point of contact for customers renting boats and golf equipment

— VOLUNTEER & EXTRACURRICULAR EXPERIENCE —

University of Toronto Faculty of Law Review | Toronto, ON

September 2023 - Present

Associate Publications Editor

- Playing a pivotal role in the editing process in elevating publication standards by engaging in comprehensive copyediting and managing footnotes in adherence to rigorous citation guidelines, showcasing a dedication to precision and legal scholarship

Downtown Legal Services (DLS) | Toronto, ON

September 2023 to Present

Legal Clinic Volunteer

- Conducting intake to identify whether legal issues fall within the scope of the clinic, providing references to alternative legal resources, and aiding caseworkers in the family law division

Alpha Gamma Delta (ΑΓΔ) | Vancouver, BC

September 2018 to April 2022

2021 President, 2020 Vice President Recruitment, 2019 Director

Social Events

- Elected to lead a thriving sorority of over 100 members, demonstrating effective leadership as Chapter President by overseeing a team of 12 Vice Presidents and an additional 14 Directors
- Implemented a new executive position and committee dedicated to EDI, biannual implicit bias training, and updated our bylaws to reflect the diversity of our sorority members

World Vision Canada | Vancouver, BC

September 2019 to April 2021

Social Executive for the World Vision UBC Club

- Spearheaded internal social events included biannual weekend retreats, and planning collaborative efforts between club divisions for external outreach to university students

Greater Vancouver Food Bank | Vancouver, BC

May 2019 to May 2021

Fundraiser

- Crowdsourced over \$5000 during the peak of the COVID-19 pandemic through various local fundraising efforts to help combat food scarcity in the greater Vancouver area

— SKILLS & INTERESTS —

Languages

- French professional working proficiency; DELF B1 certified
- Mandarin Chinese limited working proficiency

Skills

- Emergency First Aid & CPR certified, trained in communications with children with intellectual and developmental disabilities

Interests

- Classical cello: solo, quartet, and orchestra
- Ballroom dance: salsa and bachata
- Cross country running (two half-marathons and one full marathon in 2023, planning Toronto Marathon 2024)
- Reading (classical literature, translations, fantasy)