

# Sample CV in application for Master of Science in Linguistics (Research)

NB: The order of sections will vary based on your background, and expectations in your discipline. Check with faculty members!

## Leslie Winters

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### EDUCATION

**University of Toronto, Honours Bachelor of Science** Expected 2016

Majors in Psycholinguistics and History, CGPA: 3.5/4.0

- Relevant Courses: Audiology, African Linguistics, Francophone Culture

**Oxford University** 2014 – 2015

International Exchange Program: Historical Studies

### AWARDS, SCHOLARSHIPS & FELLOWSHIPS

**Gordon Cressy Student Leadership Award, University of Toronto** 2016

*Award recognizes students who have made outstanding extra-curricular contributions to the University community*

**Scholarship, Fondation Baxter et Alma Ricard** 2015

*Award supports high-potential French-speaking Canadians living in minority language situations in obtaining education at the best institutions in the world*

### RESEARCH INTERESTS

- Phonetic Dialect Differences in Francophone Speakers
- French Diaspora Groups and Migration Patterns

### PROJECTS & PAPERS

**Undergraduate Thesis - Supervisor: Dr. James Strong** 2016

Thesis topic: Diversity in Learning in Francophone Settings (A-)

**Action Research Project – French in the Community (FREC59)** 2015

- In partnership with *Le Centre francophone*, assisted in development and implementation of evaluation process for pilot program placing French-speaking youth in part-time jobs

**Essay - African Linguistics (LINC44)** 2014

- The Ongoing Evolution of French Creole in Post-Colonial African Nations (A-)

### PRESENTATIONS & CONFERENCES

**OISE/UT, Ministry of Education's Symposium on Educational Research** 2015

Undergraduate student representative

- With team, shared evaluation process developed with *Le Centre francophone*

## RESEARCH EXPERIENCE

- OISE - Language Competency Program** 2015 – 2016  
Research Assistant - Supervisor: Dr. Pierre St. Jean
- Reviewed language competency tests for consistency in assessment measures with the French Competency Guidelines (2009) and revised tests according to findings
  - Conducted focus groups to assess tests' reliability and validity

- Ontario Institute for Studies in Education - Transitions Program** 2013 – 2014  
Research Assistant - Supervisor: Dr. Edwin Topen
- Conducted ethical review development for research focusing on the challenges of transitioning from a French Immersion program to an English only educational setting
  - Conducted 25 interviews with students utilizing oral history methodologies
  - Collected and analyzed data through transcription technology and audiology equipment

## LEADERSHIP & CO-CURRICULAR ACTIVITIES

- African Students Association** 2015 – 2016  
Director of External Relations
- Directed Community engagement portfolio through strengthening campus and community connections through local events
  - Managed a team of four students and provided oversight and direction to all ASA events
  - Facilitated community training workshops for potential students

- East African Students Association (EAST)** 2015 – 2016  
Member
- Developed professional networking series that provided students an opportunity to engage with working professionals
  - Organized de-stressor events for students every month
  - Supported the work of community organizations in the local community by connecting students to volunteer and leadership opportunities

- Linguistics Students Association** 2014 – 2016  
Member
- Attend monthly general meetings and supported preparation of these events through inviting faculty and students to participate
  - Regularly voiced student concerns to council and strengthened POC student engagement through partnered events with ASA and Caribbean Student's Association

- Harry Potter Alliance** 2014 – 2016
- Supported Scarborough General Hospital's literacy program through organizing book donation drives, fundraising and mentor youth
  - Directed the creation of mentorship program that paired a child with a university student
  - Facilitated anti-oppression workshops focused on inclusion by integrating important themes of the Harry Potter Series

## VOLUNTEER EXPERIENCE

### **Young Diplomats Ethiopian Youth Development Group**

Summer 2015

Youth Mentor and Facilitator

- Facilitated discussions and activities with youth members
- Provide mentorship to youth ranging from 11 to 18 years of age
- Conducted conflict management and leadership skill development training sessions

### **University of Toronto Scarborough (UTSC) Women's Centre**

September 2014 – May 2015

Front Desk Assistant

- Assisted students with finding resources and services
- Monitored Women's Centre drop-in hours

## PROFESSIONAL EXPERIENCE

### **Ministry of Transportation - Communications Branch**

Summer 2016

Policy and Program Assistant

- Developed understanding of ministry projects and communication formats such as daily news bulletins, monthly newsletter and correspondences
- Supported the translation and marketing of MTO engagement sessions or project reports for bilingual Ontarian communities
- Created proposal for the improvement of French language services during public consultation processes

### **University of Toronto - Department of Student Life**

2013 – 2016

Lead Peer Mentor

- Coordinated UTSC's First Generation Peer Mentorship Program through providing organization support such as matching mentors with mentees
- Supported conflict resolution through mediation process
- Advised the development of a francophone section of the First Generation Peer Mentorship Program

## TECHNICAL & PROFESSIONAL SKILLS

- Proficient in Microsoft Office: Word, Excel, PowerPoint
- Proficient in Statistical Analysis Tools: SPSS, R<sup>2</sup>
- Proficient in Mapping Tools: ArcGIS

## LANGUAGES & ADDITIONAL TRAINING

**Leadership Training Course**, Rotman School of Business

2017

**Facilitation Certificate**, English Language Development Centre, UTSC

2015

**Languages:** French (proficient), Spanish (intermediate), English (native), French Creole (proficient)