

RAINA KADAVIL

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EDUCATION & AFFILIATIONS

BOSTON UNIVERSITY, PARDEE SCHOOL OF GLOBAL STUDIES

MAY 2019

B.A. International Relations with Security Studies concentration

Course Work Includes: Marketing, International Law, Microeconomics, Macroeconomics, International Economics

University Programs: International Affairs Association (Marketing Director), Model United Nations competitive Travel Team (Delegate), Boston Area Model United Nations Conference (Chief of Staff), Chankaar Fusion Dance Team

MARKETING/BUSINESS EXPERIENCE

BOARD INTERNATIONAL | Boston, MA

Business Development Specialist

January 2019 – Present

- Contact senior decision makers within target organizations via phone and email to generate new leads, and book meetings for the sales team
- Develop target lists for outreach based on sales territories and industry verticals
- Develop and maintain library of scripts and emails to be sent to prospects
- Follow up with and further qualify leads assigned by the marketing team
- Maintain complete and accurate records for all prospecting activity in Salesforce

URBAN REFUGE | Boston, MA & Istanbul, Turkey & Amman, Jordan

Chief Operations Officer & Director of Business Development

December 2018 – Present

- Develop a comprehensive business plan
- Pitch Urban Refuge to major social venture challenges
- Conduct outreach to potential customers and sponsors
- Coordinate with partner nonprofits and Beta test the app in Amman, Istanbul, and San Francisco

KAPLAN, INC. | Boston, MA

Market Research Intern

April 2017 – Present

- Performed market research about the U.S. prison system and its existing educational systems and projected the best modes of test preparation for various prison settings to make business model recommendations
- Conducted research in India about existing systems of test prep and mapped potential areas for Kaplan expansion
- Conducted background research in preparation for new partnerships with national companies like Naviance
- Analyzed and built a customer segmentation plan for new fields such as homeschooling and private school exams
- Performed market research and created a business model for new programs such as health, finance, or sustainability

Lead Marketing Intern

October 2017 – Present

- Lead the Boston University marketing team in increasing campus and city-wide awareness of the Kaplan brand
- Performed consistently in the top 2 of 394 Marketing Interns nationally on all marketing campaigns
- Create and maintain partnerships and engagement with 14 partner organizations on Boston University campus, engaging over 500 students
- Lead a team of four interns at Boston University to promote multilateral success in campaigns and partnerships

SAT Instructor

September 2018 – Present

- Utilize the Kaplan methods to prepare a class of six students to take the SAT and improve their scores

UNITED NATIONS ASSOCIATION OF GREATER BOSTON | Boston, MA

September 2017 – May 2018

Conference Operations Manager

- Managed a budget of over \$50,000 and oversaw all conference registrants' accounting
- Conducted financial analyses and modeled for future conference budgets
- Managed all logistics including merchandise, staff and venue schedules, and conference materials

THE YOUTH ASSEMBLY AT THE UNITED NATIONS | New York, NY

October 2014 – August 2017

Conference Operations Coordinator & Communications Specialist

- Networked with and acquired speakers and workshop leaders from around the world working with each SDG and coordinated with UN NGOs, UN Missions, UNEP, UNDP, and UNOP offices, UN logistics members, and Microsoft

- Developed and marketed promotional materials for the conference and wrote press releases for Huffington Post
- Conducted research and published a report on action and success in SDG #12: Responsible Consumption and Production, then made a speech about the results addressing 1,000+ delegates in the UN General Assembly Hall
- Moderated two panels at the United Nations on the role of young people in sustainable development
- Developed new media campaign ideas weekly and pitched to PR team and CEO

ACTIONAID AUSTRALIA | Sydney, Australia

June – July 2016

Media Intern

- Organized communications material for the “Mt. Kilimanjaro Initiative” to empower rural women in Africa to fight for their land rights by coordinating with ActionAid partners and Australian media sources
- Organized communications material for campaigns to the Australian government to reduce carbon emissions
- Created trailer videos from footage compiled of women in Uganda involved in the “Mt Kilimanjaro Initiative”

LEGAL/GOVERNMENT EXPERIENCE

CUSHNER & BLOOM, P.C. | Boston, MA

June 2018 – Present

Paralegal

- Compiled and drafted demand packages for personal injury cases, settled cases at \$40,000+
- Collect data and prepare and edit deeds of trusts and various real estate transaction documentation
- Monitor and maintain files for ongoing cases and update office databases

WEMUN EXPO | Beijing, China

April 2018 – August 2018

Program Director

- Organized all travel and logistics for Boston University’s branch of the largest MUN conference in Asia
- Ran three conference committees addressing major global issues including climate change and disarmament

THE OFFICE OF RT HON DAVID LAMMY, MP | London, UK

January – April 2017

Policy, Casework, & Communications Intern

- Aided constituents in legal casework regarding immigration, human trafficking, and housing
- Managed communications from constituents and created and distributed a monthly newsletter
- Conducted research for debates and helped to write MP’s speeches
- Wrote policy briefings, articles, and press releases on foreign policy issues such as Brexit and police accountability
- Accompanied the MP to meetings and debates in Parliament and compiled PR material from events

THE INTERNATIONAL COMMISSION OF JURISTS | Sydney, Australia

June – July 2016

President’s Policy Analysis Intern

- Researched legal issues such as aboriginal rights and prepared summaries of state government legislation
- Identified key threats to human rights in Australian legislature and presented reports at monthly ICJ meetings
- Worked with the President of the ICJ and the former Attorney General of New South Wales to organize reports

WRITING & PUBLISHING

THE INTERNATIONAL RELATIONS REVIEW | Boston, MA

September 2015 – Present

Editor-in-Chief

- Produce Boston University’s first professional foreign affairs journal twice a year, for a readership of 1,000+
- Interview and hire a staff of 38 writers, copy editors, design editors, blog writers, and consultants
- Increased journal size by 8 pages: added a book reviews section and founded REACT News as a digital branch
- Founded and run the IR Review’s annual Launch Party with 100+ in attendance each year
- Develop all physical and digital promotional materials and conduct all outreach and marketing online
- Redesigned website from scratch
- Obtain \$2,000+ in sponsorships each semester
- Create and oversee a sophisticated and unique layout for each journal using Adobe InDesign and Photoshop
- Researched and published articles: *The Genocide of History* (2015) | *The Hidden Dancers of Iran* (2016) | *The Biggest Lie in Human Rights* (2017) | *The War for the World* (2018)

“THE VOICE OF THUNDER”

August 2015

Author | Young Adult Fiction novel published by Ravenswood Publishing House

HUFFINGTON POST

August 2015 – January 2017

Blog Contributor

RESEARCH

Urban Refuge: Mapping Aid for Refugee Communities in Istanbul September 2018 – Present

The Impact of Climate Change on Limulus Polyphemus Populations and Breeding Patterns in the Northeast U.S.
Placed 2nd in Westchester Science & Engineering Competition September 2012 – June 2015
Recognized by the American Meteorological Society

LEADERSHIP & SERVICE

GLOBAL AMBASSADORS INTERACT | White Plains, NY September 2007 – Present

Co-Founder, President | Consultant

- Recruited and led a group of 200+ students, grades K-12, in service projects each year
- Introduced students to drones, VR cameras and headsets, and television studio technology
- Raised over \$2,000 in funds for the Gesusu Chibwobi School in Nyanza, Kenya through grassroots projects
- Wrote grants for \$50,000, conduct all outreach and marketing, and organize community-wide events
- Organized videoconferences with students in schools in Sweden, Oman, China, India, Tanzania, and New Zealand

STUDENTS FOR THE UNITED NATIONS | Boston, MA April 2018 – Present

Founder, Director

- Created the organization and hired its first Board
- Raised over \$800 for the SchoolBox Project
- Organized 20+ fundraising events and 20+ service events in the Boston area
- Organized a UN Day event at the MA Statehouse and a trip to the United Nations

REACT NEWS | White Plains, NY & Boston, MA September 2007 – Present

Founder, Director

- Teach students how to write scripts, conduct interviews, and use TV studio technology (tricaster, teleprompter, mics, lights, iMovie, Final Cut); Network with interviewees; Film and edit videos.
- Anchor episodes and conduct interviews about international issues featuring politicians, CEOs of NGOs, Syrian refugees, UN Ambassadors, etc.

AWARDS & RECOGNITION

William R. Keylor Travel Grant	2018
Coca-Cola Scholar	2015
American Association of University Women Excellence in Writing Award	2015
Claes Nobel Academic Scholarship	2015
The President's Volunteer Service Award	2015
Zonta International Scholarship	2015
Nobel Week Travel Ambassador	2014
City of White Plains Youth of the Year	2014
YSA/ABC/Walt Disney Service Grant	2014
AXA Community Scholarship	2014
ADO Youth in Philanthropy Award	2013
Martin Luther King Jr. Legacy Award	2013

MAJOR SPEAKING ENGAGEMENTS

Speaker: New Heights Magazine "Tomorrow Today" Conference	2018
Entrepreneurs & Leaders Under 30 Panel: Youth Assembly at the UN	2017
UN General Assembly Keynote: Youth Assembly at the UN	2016
Keynote: Westchester Women's Club Fashion Show Fundraiser	2016
Keynote: White Plains Youth Bureau 45 th Anniversary Gala	2015
Keynote: Zonta International District 3 Conference	2015
Sustainable Development Panel: Youth Assembly at the UN	2015
Storyteller: United Nations 2014 Day of the Girl	2014
Keynote: Manhattanville College Human Rights Institute	2014
Keynote: Iona College Human Rights Institute	2014
Presenter: NY Times Building Post-2015 Development Agenda Conference	2013

SKILLS

HTML, JavaScript, WordPress, web development, Final Cut Pro, InDesign, iMovie, Photoshop, TV production, statistics
Travel blogging, social media blogging & marketing (Instagram, Facebook, Snapchat, Twitter)
Cross-cultural communication, public speaking, journalism, budget management, conference operations
Fluent Malayalam, Proficient Spanish, Elementary Arabic

