

# Dustin Ginsberg

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## EDUCATION

<b>Staff Academy</b> National Democratic Training Committee	<i>Spring 2022</i>
<b>Master of Public Administration, Policy Analysis &amp; Evaluation</b> Baruch College – Marxe School of Public & International Affairs, 3.9 GPA   New York, NY	<i>Graduated 2021</i>
<b>Winter Program – Politics, Identities &amp; Inequalities</b> University of Amsterdam   Online	<i>Winter 2021</i>
<b>Juris Doctor Candidate</b> Touro College – Jacob D. Fuchsberg Law Center   Central Islip, NY	<i>2017 – 2019</i>
<b>Bachelor of Arts, Political Science</b> University of Alabama   Tuscaloosa, AL	<i>Graduated 2017</i>

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## EXPERIENCE

<b>Democratic Nominee;</b> New York State Assembly 14 <sup>th</sup> District	<i>May - November 2022</i>
<b>Administrative Assistant;</b> Development Corporation for Israel <ul style="list-style-type: none"><li>• <b>Coordinated</b> our May Delegation to the Middle East, Staff Delegation to Israel, and New Leadership delegation to Chicago</li><li>• Drafted and sent letters to <b>Government Officials, Ambassadors, and Business Officials</b></li><li>• Contacted <b>Embassies, Government Institutions, and NGOs</b></li><li>• <b>Participated</b> in weekly meetings with Management, Board members, and Donors</li><li>• Researched <b>national and international policies related to Israeli affairs</b></li></ul>	<i>December 2021 – September 2022</i>
<b>Office Administrator;</b> Best Jewelry Contracting	<i>June 2021 – December 2021</i>
<b>Canvasser Fellowship;</b> Nassau County Democrats <ul style="list-style-type: none"><li>• <b>Managed and organized roughly twenty (20) canvassing volunteers</b> by assigning turfs using MiniVan, calling to confirm shift times, and creating shift reports on responses from residents using Google Forms</li><li>• Knocked on resident doors to discuss their intent to vote, access to voting, and candidate platform to <b>raise support for LGBTQ+ rights, abortion rights, and equal access to healthcare</b></li><li>• <b>Trained</b> other canvassers and ensured they were familiar with the candidate’s profile before sending them out.</li></ul>	<i>August 2021 – October 2021</i>
<b>Research Assistant – Professor David Hoffman;</b> Baruch College <ul style="list-style-type: none"><li>• Researched, compiled, and organized <b>literature reviews</b> on social media and communication for use in Professor Hoffman’s book on <b>conveying messages effectively as a politician</b></li></ul>	<i>Spring 2020</i>
<b>Constituent Liaison – Immigration Department;</b> Office of Senator Kirsten Gillibrand <ul style="list-style-type: none"><li>• Triaged roughly fifty (<b>50</b>) <b>incoming calls per day on immigration issues</b> for topics spanning Green Cards, entering, visiting, deportation, and adoption from foreign countries</li><li>• <b>Liaised with United States Citizenship &amp; Immigration Services (USCIS)</b> and federal agencies to <b>advocate for individuals applying to enter the USA</b> with outstanding application issues</li><li>• Recorded and logged all case information using Intranet Quorum, and <b>reviewed case details with immigration attorneys</b> to understand new executive orders and court cases affecting outstanding applications</li><li>• <b>Researched and prepared policy memorandums</b></li></ul>	<i>Summer 2017</i>
<b>Constituent Liaison – Immigration Department;</b> Office of Charles E. Schumer <ul style="list-style-type: none"><li>• Escorted visitors to relevant offices for meetings with the Chief of Staff or Legislative Director, local politicians, and local activists</li><li>• Coordinated logistics and set up venues for Town Halls and public events featuring Senator Schumer to ensure all events ran smoothly and all attendees were in a safe environment</li></ul>	<i>Summer 2016</i>

## SKILLS

**Computer:** Intranet Quorum, SPSS, MiniVan, Westlaw, LexisNexis, QuickBooks, Microsoft Office Suite, Google Suite, Concur, Citrix