

Programmes d'enseignement
coopératif

Pavillon Desmarais
55, avenue Laurier est, 3e étage
Ottawa (Ontario), Canada K1N 6N5
N° DE TÉL. : (613)562-5741
N° de téléc. : (613)562-5108



uOttawa

Co-operative education
programs

Desmarais Building
55 Laurier Avenue East, 3rd floor
Ottawa, Ontario, Canada K1N 6N5
Tel. no.:(613)562-5741
Fax no.:(613)562-5108

Curriculum vitae

Resumé

Last Update: January 21, 2023

PERSONAL DATA

Ryan Banfield

43 Chelton Drive
Richmond Hill (Ontario)
L4E 4A9

Language of correspondence

ENGLISH

Citizenship

Canadian

Employment Equity

Security clearance

Yes

ACADEMIC DATA

Program of studies

Bachelor of Social Sciences Joint Honours in Public Administration and in Political Science (Co-op)

Year Level

4

Cumulative grade point average

9.23

letter equivalent of university of
ottawa cumulative grade point
average

10=A+
5=C+

9=A
4=C

8=A-
3=D+

7=B+
2=D

6=B
1=E

0=F

Work term information

Term

Employer

Overall evaluation

1. 2021, Summer

**Crown-Indigenous Relations and Northern
Affairs Canada (CIRNAC)**

Excellent

2. 2022, Winter

Public Health Agency of Canada (PHAC)

Excellent

3. 2022, Fall

Privy Council Office

Exceptional

4. 2023, Summer

Privy Council Office

* a blank field in the - overall evaluation - column means that the evaluation has not yet been submitted by the employer

Ryan Banfield

LANGUAGES

Language Name	Speaking Level	Writing Level	Comprehension Level
English	Fluent	Fluent	Fluent
French	Basic	Basic	Basic

EDUCATION

2019 - Present

BSocSc Joint Honours in Public Administration and Political Science

University of Ottawa

Expected Graduation Date: December 2023

Notable Projects:

- Participated in a group project that analyzed the history and current features of Crown-Indigenous Relations and Northern Affairs Canada (CIRNAC) through the lens of public administration theory, observing that the department's shift in identity from paternalistic to compassionate can largely be explained by New Public Management theory and Public Service Motivation theory
 - Participated in a group project about the global nature of popular music, the Western dominance over the music industry and how certain non-Western musical genres have been able to become popular in the West
-

SKILLS

Public Administration

- Co-wrote a briefing note that informed the Chairs of committees within the Public Health Agency of Canada (PHAC) of the best options to fix a committee that was considered no longer useful
- Applied sections of the *Access to Information Act* to justify the redaction or release of the text of Secret and Top Secret government documents
- Analyzed the eligibility requirements of Indigenous Services Canada's 10-year grant and explained its transferability to creating eligibility requirements for a one-time strategic investments fund provided by CIRNAC
- Created multiple guidance documents and think pieces that provide suggestions for how committees within PHAC can better govern themselves

Political Science

- Summarized and explained complex ideas and theories that guide public political discourse for multiple past political science academic papers
- Used search engines to gather and understand the media coverage and commentary surrounding many events for past academic and work projects
- Understands how the substance and principles of the *Canadian Charter of Rights and Freedoms* led to the *Access to Information Act* and Canada's current freedom of information regime as a whole

Research and Analysis

- Conducted both independent and guided research
- Analyzed Secret and Top Secret documents in order to identify text that must be redacted in accordance with the *Access to Information Act*
- Searched for, gathered and compiled data from both physical and digital databases for academic and work projects
- Helped to brief my Director in advance of an appearance before Parliament by compiling documents like budgets, reports and transcripts and highlighting and summarizing the most important information from those records

- Conducted quantitative research through surveys, questionnaires and the compiling of archived data
- Conducted qualitative research through interviews and analyses of texts
- Evaluated the logical validity and soundness of ideas and arguments presented in texts for multiple academic papers
- Searched through a collection of Yukon First Nation Self-Government Agreements while working for CIRNAC and analyzed their phrasings to determine which sections in the agreements enable extraterritorial provision of social services
- Created a one-page brief to help colleagues understand the basic facts and implications of *R. v. Desautel*

Communication

Written

- Summarized the federal government's progress in co-developing new Indigenous healthcare legislation, compiled notable views on the topic from Indigenous leaders and listed possible benefits and drawbacks of the new legislation
- Wrote about how different structures of a future federal revenue sharing program could have different impacts on the federal government's efforts to enable Indigenous self-governance
- Wrote guidance documents that detail the best practices for running public health-related committee meetings via MS Teams
- Communicated via email with multiple federal agencies and PCO secretariats to coordinate our review of Secret documents that were set to be publicly released
- Researched and wrote nine articles published in the University of Ottawa's English language student newspaper: The Fulcrum
- Researched and wrote academic papers in both the American Psychological Association and Modern Language Association formats for multiple courses
- Created memes in both English and French for a student election campaign that comedically summarized a candidate's platform

Verbal

- Led a lunch-and-learn session within CIRNAC, giving a presentation that summarizes the state of homelessness in Canada
- Presented a new pre-committee meeting checklist tool at a gathering of PHAC committee secretariats
- Led roundtable meetings at PHAC where staff provided feedback on drafts of think pieces
- Contributed ideas for workplace social events during PCO ATIP Social Committee meetings
- Conducted ten interviews for news and arts articles published by The Fulcrum
- Participated in discussion group evaluations in numerous university courses
- Discussed strategies with Reach for the Top teammates and delivered verbal answers to questions in tournaments

Computer

Microsoft Office (and all macOS and Google equivalents)

- Expert knowledge of all aspects of Microsoft Word
- Expert knowledge of all aspects PowerPoint
- Can manage data and compute values using equations and formulas in Excel
- Can create custom graphs and calculate data points on such graphs in Excel
- Can create visually appealing infographics using Microsoft Paint, Word and PowerPoint

Internet and Intranet

- Experienced in searching for and storing files using GCDocs and Microsoft SharePoint
- Experienced in conducting research using boolean logic to search databases of peer reviewed journals including Jstor and Omni

Specialized Programs and Systems

- Expert knowledge of BNET and CABNET computer systems and their associated security rules
- Expert knowledge of all aspects of APCM and APR
- Expert knowledge of editing video in Final Cut Pro and iMovie, with intermediate knowledge of Windows equivalents
- Basic knowledge of designing websites using GoDaddy's WordPress tools
- Can create detailed interactive graphs and charts using Infogram

Social Media

- Expert knowledge of content-creation and profile-management on YouTube, LinkedIn, Snapchat and Anchor
- Intermediate knowledge of content-creation and profile-management on Facebook, Twitter and Instagram

WORK EXPERIENCE

2022 - 2022

ATIP Analyst

Privy Council Office

- Fulfilled Access to Information requests by analyzing and redacting government documents up to the Top Secret level in accordance with the *Access to Information Act*
- Fulfilled Access to Information requests by assigning document-analysis to subject matter experts within other offices in the PCO and other federal agencies
- Stored, transferred, uploaded, labelled, sorted and copied physical and digital documents that were scheduled for review and release
- Helped my Director prepare for a testimony before a Parliamentary Committee by conducting research and summarizing key information in a briefing binder
- Sat on the Privy Council Office ATIP team's Social Committee and helped to organize and carry out office social events

2022 - 2022

Junior Policy Analyst

Public Health Agency of Canada

- Demonstrated creativity by independently writing guidance documents and think pieces that present ideas for practices that would optimize the operations of committees within the Agency in areas such as membership-selection and meeting-coordination
- Balanced multiple competing priorities, completing papers with frequently-changing instructions on short notice
- Improved my communication and presentation skills by presenting new documents to groups across the Agency and by leading internal meetings on the development of new documents

2021 - 2021

Fiscal Policy Analyst

Crown Indigenous Relations and Northern Affairs Canada

- Conducted research and analysis for multiple ongoing policy projects with hard and soft deadlines such as revenue sharing and traditional healing

- Compiled and summarized research, analyses and meeting notes with clear and concise language in written papers, spreadsheets, slideshows and infographics
- Communicated clearly and efficiently with colleagues during meetings to coordinate activities involved in creating new programs

2018 - 2019

Customer Service/Pickup and Receiving Department

Terra Greenhouses

- Delivered products to customers' cars, communicating directly with the clientele
- Worked independently and in groups to ensure the prompt movement of incoming and outgoing deliveries
- Balanced multiple priorities simultaneously under pressure including rearranging product displays and cleaning up the store

OTHER WORK EXPERIENCE

2023 - 2023

Volunteer

University of Ottawa Students' Union Food Bank

- Helped clients navigate and gather food from the pantry
- Restocked the pantry shelves
- Cleaned and organized the workplace

2019 - 2019

Journalist

The Fulcrum

- Proposed and wrote articles for the online newspaper
- Conducted interviews for news articles
- Coordinated meetings with interviewees and their representatives

OTHER INFORMATION

Security Clearance

Top Secret (2022)

Achievements and Awards

- Intermediate (F4N), French as a Second Language Placement Test (2022)**, University of Ottawa, ON
- Certificate, Indigenous Canada (2021)**, University of Alberta, AB
- Merit Scholarship (2020-2022)**, University of Ottawa, ON
- Dean's Honour List (2019-2022)**, Faculty of Social Sciences, University of Ottawa, ON
- Ontario Scholar Award (2019)**
- Admissions Scholarship (2019)**, University of Ottawa, ON
- Third place (2019)**, York Region Reach For The Top
- First Degree Black Belt (2018)**, Chito-Ryu Karate-Do
- Best Delegate Award (2018)**, Secondary School Interactive Crisis Simulation at the University of Toronto

REFERENCES

Patrick Farley
Deputy Director
Privy Council Office
patrick.farley@pco-bcp.gc.ca

Catherine Cheng
Director
Public Health Agency of Canada
catherine.cheng@phac-aspc.gc.ca

Emma Falk
Policy Analyst

Laura Cosentino
Manager

Crown Indigenous Relations and Northern Affairs Canada
emma.falk@canada.ca

Terra Greenhouses
1-647-867-2967
lcosentino@terragreenhouses.com

Ryan Banfield

Courses

Code	Title	Term	Grade	Units
2019, Fall				
ADM1100	INTRODUCTION TO BUSINESS MANAG		A	3.00
ECO1102	INTRODUCTION TO MACROECONOMICS		A+	3.00
ENG1100	WORKSHOP IN ESSAY WRITING		A+	3.00
PAP1301	INTRO TO PUBLIC ADMINISTRATION		A+	3.00
POL1101	INTRO POLITICAL SCIENCE		A-	3.00
CGPA	9.4			
2020, Winter				
ADM1101	SOCIAL CONTEXT OF BUSINESS		A+	3.00
ECO1104	INTRODUCTION TO MICROECONOMICS		A+	3.00
ENG1120	LITERATURE AND COMPOSITION I		A+	3.00
POL1102	POLITICS AND GLOBALIZATION		A	3.00
POL2101	INTRO TO CANADIAN POLITICS		A+	3.00
CGPA	9.6			
2020, Fall				
JOU1150	HISTORY OF JOURNALISM		A+	3.00
PAP2300	INTRO PUBLIC POLICY ANALYSIS		A-	3.00
POL2103	INTRO TO INTL REL GLOBAL POL		A+	3.00
POL2107	INTRO TO POLITICAL THOUGHT		A	3.00
POL2156	FOUND. OF RESEAR. IN POL. SC.		A+	3.00
CGPA	9.53			
2021, Winter				
COP 100	CO-OP Professional Development			0.00
ECO2110	MICROECO. ANALY. PUB. SEC.		A	3.00
PAP2320	INTRO PUBLIC MANAGEMENT		B+	3.00
PAP3350	SECTORAL ISSUES PUBLIC POLICY		A	3.00
POL2104	INTRO COMPARATIVE POLITICS		A	3.00
POL2108	MODERN POLITICAL THOUGHT I		A+	3.00
CGPA	9.35			
2021, Summer				
FSS2901	CO-OP WORK TERM		P	3.00
CGPA	9.35			
2021, Fall				
PAP3355	BUDGETARY POLICY & PUBLIC FIN		A+	3.00
PAP3370	THEORY OF PUBLIC ORGANISATIONS		A+	3.00
POL3102	MODERN POLITICAL THOUGHT II		A-	3.00
POL3115	COMPARATIVE POL OF DEVELOPMENT		A+	3.00
POL3370	QUALITATIVE ANALYSIS POL SC		A	3.00

CGPA	9.36			
2022, Winter				
FSS3901	CO-OP WORK TERM		P	3.00
CGPA	9.36			
2022, Summer				
PAP4330	ADMINISTRATIVE REFORMS		A	3.00
PAP4355	ETHICS AND PUBLIC AFFAIRS		A	3.00
POL4126	CONTEMPORARY GEOPOLITICS		B+	3.00
POL4154	PARLIAMENTARY GOVERNMENT CAN		A+	3.00
POL4375	SOC. CITI. & WELFARE STATE CDN		A-	3.00
CGPA	9.23			
2022, Fall				
FSS3902	CO-OP WORK TERM			3.00
CGPA	9.23			
2023, Winter				
ADM1340	FINANCIAL ACCOUNTING			3.00
PAP4315	PUBLIC POLICY ANALYSIS			3.00
PAP4350	PROJECT MNGT - PUBLIC SECTOR			3.00
PAP4365	INTEGRATION SEMINAR IN PUB ADM			3.00
POL4320	HONOURS SEMINAR CANADIAN POL			3.00
CGPA	9.23			

----- End of course list -----

Legend

Grades

10=A+ 9=A 8=A- 7=B+ 6=B 5=C+ 4=C 3=D+ 2=D 1=E 0=F

Symbols

()= Credits not granted	*= Excluded from average	ABS= Absence
ADD= Additional to requirements	AUD= Auditrice/auditor	CR= Credit
CTN= Continuing	DFR= deferred	DNW= See: ABS
DR= Dropped	H= Honours	HP= Out-of-program
EIN= Failure/Incomplete	NC= No credit	NNR= Not available
NS= Unsatisfactory	P= Pass	S= Satisfactory
SCO= Insufficient credits		