

MPA Capstone Projects on Resumes

How Do I Present My Capstone Project on My Resume?

The MPA Capstone Project is an excellent professional experience to highlight on your resume. It is a demonstration of the skills you have acquired at the Maxwell School that applies to real-world issues and real-world clients. Highlight this experience under your **Education** or **Experience** section of your resume.

Education Section

Suggested Format:

Maxwell School of Citizenship and Public Affairs, Syracuse University

Master of Public Administration

- *Concentration: Nonprofit Management*
- *Relevant Coursework: Public Budgeting*
- *MPA Capstone Project: Name of Organization (Team Consultant): describe your project and role*

EDUCATION (Sample)

Maxwell School of Citizenship and Public Affairs, Syracuse University

Candidate for Master of Public Administration, Expected Graduation: June 2028

- Graduate Assistant for the Campbell Public Affairs Institute
- Relevant Coursework: Nonprofit Management & Governance, Fund Development, Financial Management in Nonprofit Organizations, Effective Group Facilitation, Interest-Based Problem Solving, Managerial Economics, Public Budgeting

Capstone Project: Long-Term Growth and Sustainability at the EquiCenter, a therapeutic equestrian center, May 2028

- Team will: Research demand and feasibility of expansion; Implement Green Initiatives in construction of new facility; Identify funding sources for capital campaign; Recommend strategies to optimize operational capacity.

Experience Section

Suggested Format:

Team Consultant/Project Consultant

Name of Organization Project is For (Maxwell MPA Capstone Project)

- Description of content, purpose of project and skills involved (analyzed, researched, interviewed, assessed, etc.)

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MPA Capstone - Resume

Experience Sample 1

Government and Advocacy Experience (Example)

ABCD Corporation Syracuse, NY and Washington, DC
Short-Term Consultant (MPA Capstone Project) June 2019

- Created a Code of Conduct and Ethics for Research and Development
- Researched various Codes of Conduct across multiple academic disciplines to determine effectiveness
- Drafted a final report and presentation on the MPA Capstone Team's findings
- Proposed recommendations moving forward with the project to ensure sustainability and viability

Experience Sample 2

Professional Experience (Example)

Graduate Consultant, NASA Group Workshop Capstone Course), May 2022

- Researched and advised on strategies for increased public participation in NASA initiatives
- Produced report of group results for NASA Administrator, Sean O'Keefe
- Served as group liaison to NASA staff