

NAME

Address
phone • email

EDUCATION

St. John Fisher College, Rochester, NY

Bachelor of Arts, Sociology

Anticipated May 2015

Minor, Women & Gender Studies

GPA: 3.42

Dean's List, Founder's Scholarship recipient

RELATED EXPERIENCE

Mt. Hope Family Center, Rochester, NY

Spring 2014 – Present

Intern for After School Program

- Assist Director in all aspects of planning, implementing, counseling and assessing comprehensive after school program offered to inner city school students from ages 5-18.
- Designed and conducted survey of 25 family members to determine success of social aspects teen program.
- Work one on one with children who need focused attention.

St. John Fisher College, Rochester, NY

2013 – Present

Resident Assistant (2014-Present)

- Provide student support including community building, programming, policy enforcement, conflict resolution and mediation for a residence hall floor of up to 68 students.
- Mentor and collaborate with students in developing their skills to manage college life. Identify resources for students.
- Demonstrate ability to work with people from diverse backgrounds and ages.

Writing Center Tutor (9/2013-5/2014)

- Assisted students in developing writing skills by providing tactful feedback and coaching on construction, topic statements, rules of writing and technical resources for support.
- Assessed student needs based on student's individual challenges; responded to targeted areas and expanded discussion to cover additional areas as appropriate.
- Edited papers on a variety of topics and different levels of complexity.

Great Beginnings Ambassador (2013, 2014 Programs)

- Provided support for high school students as they prepare for the transition to college.
- Facilitated groups to ensure daily orientation objectives were met.

WORK EXPERIENCE

Gap, Inc., Victor, NY

September 2013 – Present

Sales Associate

- Provide customer service in a fast paced environment including sales and fitting rooms.
- Demonstrate merchandising skills; collaborate with managers on store design and product placements.

ACTIVITIES

Student Government Association

2013 – Present

Spring Event Committee, **Vice-Chair of Committee**

2014 – Present

COMPUTER

PowerPoint, Word, PageMaker, Photoshop, Excel, Social Media applications

Name
address • phone • email

EDUCATION

St. John Fisher College, Rochester, NY

Bachelor of Arts, Sociology

Minor, Psychology

Service Scholar (Includes over 200 hours per year of community service)

May 2016

GPA 3.3/4.0

RELATED EXPERIENCE

Heritage Christian Services, Rochester, NY

August 2013-Present

Activities Assistant (5/14- Present)

- Organize and help monitor appropriate activities for residents 13-15 year olds that involve sports, art and outdoor programs.
- Maintain accurate and comprehensive reports on behavior and progress of residents, comparing them to individual goals.

Intern (8/13 – 5/14)

- Planned interactive, confidence-building projects for children, aged 6-8, for after school program; developed strong working relationships and offered suggestions for developmental programs.
- Developed individual and supportive relationships with children with profound developmental disabilities.

The Saint Cupboard, Pittsford, NY

Summers 2013, 2014

Assistant

- Assisted clients to choose and package needed items.
- Received donations and stocked shelves, organizing items to make them easy to identify.
- Collaborated with staff on brainstorming more efficient and customer focused methods of running operation.

EMPLOYMENT

Target, Victor, NY

May 2012-May 2014

Sales Assistant

- Assisted customers in busy store to locate items as well as education on product differences.
- Supported clerical team in various functions as needed, demonstrating flexibility and the willingness to learn new tasks.
- Utilized computer skills in Microsoft Office and data entry.

ACTIVITIES

Sociology Club (2013-Present); Black Student Union (2012-Present); Campus Ministry Club (2012-2014)

HONORS

Urban League, Early Recognition and Black Scholar, 2012 & 2013