

Jane Kim

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EDUCATION

University of Southern California, Dornsife College of Letters, Arts, & Sciences	Los Angeles, CA
<i>Bachelor of Arts, Social Science emp. Psychology</i>	May 2017
<i>Bachelor of Science, Biological Sciences</i>	GPA 3.8
Minor in French	
Cours de la civilisation française de la Sorbonne	Paris, France
Honors: Excellence in French Certificate (CEFR B2)	Sep 2014 – Jun 2015
University of Oxford	Oxford, UK
The Biology of Tropical Diseases, <i>USC Problems Without Passports participant</i>	July 2015

WORK & LEADERSHIP EXPERIENCE

Apple Tree Summer School Program	Los Angeles, CA
<i>Student Coordinator</i>	Jul 2007 – Present
<ul style="list-style-type: none">• President's Volunteer Service Award, Gold Level (2012, 2013, 2014)• Supervise a team of 60 volunteers working with 180 children in a fun and stimulating environment• Act as liaison among volunteers, students, parents and program officials• Oversee volunteers' job progress and professional development• Monitor and record volunteers' hours in Microsoft Excel and Word• Coordinate weekly field trips and activities	
Alpha Phi Omega, Alpha Kappa Chapter	Los Angeles, CA
<i>Philanthropy Chair</i>	Jan 2014 – Present
<ul style="list-style-type: none">• Collaborate with other student organizations to plan large-scale community service events such as, but not limited to, Salsa Night with Seniors, Kids Explore and Discover with 'SC (STEM workshops and activities for K-8), and Performing Arts Radiate Through 'SC (arts and creativity workshops for local orphans)	
USC Office of Residential Education	Los Angeles, CA
<i>Resident Advisor</i>	May 2013 – May 2014
<ul style="list-style-type: none">• Manage crises and mediate conflicts• Foster a sense of community via educational and social programs that incorporate core values: community, inclusion, integrity, scholarship, social responsibility, and wellness.• Collaborate with a variety of people (faculty, peers, residents, supervisors, etc.)	

COMMUNITY INVOLVEMENT

Design for America, <i>Team Lead</i>	Jan 2016 – Present
Church Youth Group Student Council, <i>Vice President, President, Advisor</i>	Jul 2010 – Present
Kid City Tutoring, <i>Mentor</i>	Oct 2015 – Present
USC-Kaiser West LA Undergraduate Preceptorship Program, <i>Participant</i>	Spring 2016
Kaya Press Publishing Company, <i>Events and Development Intern</i>	Spring 2014

SKILLS & INTERESTS

Languages: Fluent in English and Korean, Advanced French
Computer: Microsoft Office; PC and Mac platforms; Canva; HTML; WordPress
Awards: J. Wesley Robb Endowed Scholarship in Human Values
USC Undergraduate Writers' Conference First Place for Professional Writing
Interests: Drawing and animation, photography, education, travel, barista art