

Sarah Weeks

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EDUCATION

B.A. Behavioral Neuroscience

May 2019

University of San Diego, San Diego, CA

Honors College, GPA: 3.99, First Honors

Rady's Hospital/UCSD Summer Medical Academy (2 weeks)

Summer 2014

- Clinical skills workshops, casting and suturing, ethics discussions, Illumina Genome Sequencing tour

Brown University Pre-College: Into to Medicine (3 weeks)

Summer 2013

- Virtual patient discussions, cadaver lab lessons, lab experiments and physician shadowing

VOLUNTEER EXPERIENCE

UCSD Hillcrest Medical Center, San Diego, CA (250 hours)

July 2015-present

- Assist the nurses and EMTs of the Emergency Department and prepare rooms for new admissions
- Visit with Maternal Care center patients, respond to pager calls from nurses, perform wheelchair transport

Sharp Grossmont Hospital, San Diego, CA (1010 hours)

Oct 2011-July 2015

- Worked closely with nurses on the Stroke Unit and Transitional Care Unit, provided support to patients
- Trained six new volunteers the procedures of the hospital; assisted with organizing patient charts

WORK EXPERIENCE

JMR Inc. Administrative Assistant, San Diego

June 2014-Aug 2016, Summers only

- Set up and maintain company website using Wordpress
- Performed data entry using Quicken, filed invoices, prepared spreadsheets using Excel

LEADERSHIP EXPERIENCE & ACTIVITIES

Honors Student Board, Vice President (Sep 2016-present) University of San Diego

Oct 2015-present

- Brainstorm initiatives for the honors program, communicate with prospective students, organize events
- Present about USD's honors program student outreach in **NCHC 2016 Seattle Conference**

Child Development Research Assistant University of San Diego

June 2016-present

- Code maternal structure/chaos based off toddler teaching task to assess most effective maternal technique

Habitat for Humanity, University of San Diego and Patrick Henry High School

Sept 2012-present

Club Executive Board Member, Campus Outreach Director (2015-2016)

- Provide fundraising and outreach ideas, volunteer at the San Diego HFH Re-Store

Club Vice President (2013-2015) & Treasurer (2012-2013)

- Assisted in running meetings and participated in furniture drives, builds, and club fairs

Yearbook Co-editor, Patrick Henry High School

Sept 2014- June 2015

- Managed a staff of 25, presented expectations, met deadlines, and worked closely with advisor

AWARDS & SCHOLARSHIPS

University of San Diego Alcala Scholarship

September 2015

Patriot of the Year, Patrick Henry High School

April 2015

Sharp Hospital Volunteer Scholarship

May 2015

SKILLS

- Spanish (basic in speaking, reading, and writing) & English (native)