**F. Griffin Honeycutt**

fghoneycutt@gmail.com  (336) 419-5269  Hillsborough, NC

**EDUCATION**

**University of North Carolina at Chapel Hill May 2021**

*Bachelor of Arts, Majoring in Communications and Psychology with a Minor degree in Global Cinema Chapel Hill, NC*

* Relevant Coursework
  + **Communications**: Audio/Video/Film Production and Writing, Contemporary Film Theory, Media and Popular Culture, History of American Screenwriting
  + **Psychology:** LaboratoryResearch in Psychology, Development of Social Behavior and Personality, Psychological Archival Data Science, Fluency in Information Technology
  + **Global Cinema:** Visual Study of Film, History of Global Cinema, Film and Culture
* GPA of 3.3

**WORK EXPERIENCE**

**Headway Workforce Solutions May 2021-Present**

*Recruiter , Junior Client Success Manager Raleigh, NC*

* Screen resumes and contact qualified applicants for a variety of positions.
* Conduct phone, video, and in-person interviews to identify quality candidates.
* Source for positions through a variety of job boards and community organizations to find interested candidates.
* Communicate with Hiring Manager about progress and goals for projects.
* Train and manage other recruiters to help reach hiring goals.

**Cherokee Scout Reservation Summers 2016-2018, 2020**

*Counselor, Waterfront Director, Assistant Ranger Yanceyville, NC*

* Taught a variety of classes for youth aged 11 to 17, including Communications, Swimming, and Photography.
* Organized weekly staff teaching schedule, assisted in staff training, managed 10 other staff members.
* Performed a wide variety of maintenance on a 1700-acre property, including repairs, painting, and cleanup.
* Communicated with Camp Director and other members of leadership staff to coordinate needs, expectations, and training for program area.
* Attended a variety of trainings centered on customer service and quality information delivery.

**University of North Carolina at Chapel Hill Campus Recreation September 2017-May 2021** *Head Lifeguard Chapel Hill, NC*

* Served as lead guard on deck, available to assist both patrons and other guards with any issues they may have.
* Attended head guard meetings to plan program and events for the rest of the Aquatics staff.
* Communicated and worked as an effective member of a rescue team.
* Expanded and maintained emergency response abilities via frequent training.
* Supervised patrons and maintained a safe and inclusive environment.
* Performed cleaning duties around the pool deck.
* Controlled access to the pool.

**SKILLS & INTERESTS**

* **Skills:** Microsoft Word and PowerPoint, Adobe Premiere Pro, Audition, Photoshop, academic writing
* **Certifications:** Lifeguarding, First Aid, CPR, AED, Red Cross Lifeguarding Instructor
* **Honors:** Boy Scouts of America- Eagle Scout and Brotherhood member of the Order of the Arrow, Scouting’s National Honor Society
* **Interests:** Video editing, reading, tennis, coding