

Jihan Ahmed

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WORK EXPERIENCE

City of Toronto, Parks & Recreation

Facility - In Charge

September 2023 – Present

Toronto, ON

- Assisted in the delivery of 5+ recreational programs per week, supporting 100+ participants, while providing front-line customer service to program users and permit groups in a multi-use facility.
- Served as on-site supervisor during facility closing shifts, overseeing 5–15 staff members, securing staffing levels, and ensuring compliance with the Ontario Health and Safety Act and City policies.
- Coordinated facility operations by completing daily set-ups, maintaining equipment and supplies to health and safety standards, responding to incidents and emergencies, and accurately completing 100% of required incident reports and shift logbook entries.

TDSB Mental Health Ambassador

Ambassador

August 2024 - Present

Toronto, ON

- Conceptualized, organized, and executed a school-wide Mental Health Day event involving over 1,200 students.
- Coordinated logistics, including scheduling, budgeting, and resource allocation.
- Collaborated with mental health professionals, community organizations, and school staff to create diverse workshops and activities.
- Led a team to manage communications, marketing, and event promotion.
- Working with the TDSB to facilitate events across Toronto East York

VOLUNTEER EXPERIENCE

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July 2022 - July 2024

Toronto, ON

- Assisted in organizing community events, campaigns, and outreach programs.
- Provided administrative support, including managing schedules, responding to constituents, and preparing materials.
- Engaged with the community to raise awareness about key local issues and legislative initiatives.
- Participated in meetings and strategy sessions with the MPP and her team.
- Went door to door collecting data from residents.

EDUCATION

Satec @ W.A. Porter

TDSB

September 2023 - Present

Toronto, ON

Honor Roll: 2023/2024, 2024/2025

President of following clubs:

- *Model United Nations: Won multiple awards across the TDSB, led conferences that hosts 150+ competitors*
- *Muslim Student Association: Hosted annual Iftar Nights with 200+ in attendance, including well known guests*
- *Equity Council: Led the largest club at Satec, raised and donated over \$3000, and increased social media reach by 120%*

REFERENCES

Available on Request