

Anita Sanjok

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Professional Title: Youth Development Specialist

Summary

Dedicated Youth Development Specialist with a passion for fostering self-efficacy and confidence in adolescents.

Proven ability to design and implement educational programs that connect youth with critical resources and

opportunities to enhance personal growth and academic success. Excellent collaborator, communicator, and data

analyst, focused on driving program effectiveness through insightful evaluation.

Education

University of Delhi, Delhi - Master of Arts in Education (Expected May 2025)

Relevant Coursework: Child Psychology, Educational Leadership, Curriculum Development

Amity University, Jaipur - Bachelor of Arts in Sociology (May 2018)

Projects: Conducted qualitative research on community engagement in education

Relevant Professional Experience

University of Delhi, Vishwavidyalaya, Delhi - Youth Development Specialist / Research Assistant (Jan 2024 - Present)

- Facilitated engaging activities for groups of 20-25 students (ages 14-18), resulting in increased self-efficacy and confidence.
- Collaborated with 5 specialists and the program director to gather and analyze quantitative and

qualitative data.

- Coded qualitative data using SPSS and presented actionable insights to the program director.
- Planned and delivered weekly meetings to share program insights and improvements.

Amity University, Jaipur - Program Coordinator (Aug 2021 - May 2024)

- Engaged with groups of 20-25 students, contributing to a 30% increase in college application submissions.
- Hosted workshops for 40-50 parents, improving understanding of the college application process.
- Collected and analyzed feedback via Google Forms, achieving a 95% satisfaction rate.

Amity University, Jaipur - Program Coordinator, Office of Research and Sponsored Programs (Jun 2018 - Jul 2021)

- Managed a budget for student activities and generated monthly reports.
- Created and interpreted surveys through Qualtrics for program adjustments.
- Designed promotional graphics with Canva, achieving a 75% open rate on campaigns.

Additional Work Experience

Amity University, Jaipur - Program Assistant, Department of Sociology (Aug 2016 - May 2018)

- Liaised with academic advisors to organize 10+ career workshops and employer panels.
- Developed marketing materials through Canva, increasing social media engagement by 20%.

Skills

Technical Skills: MS Office, SPSS, Qualtrics, Canva, Data Analysis, Budget Management, Program Evaluation

Interpersonal Skills: Project Management, Group Facilitation, Mentorship, Communication, Bilingual (Spanish, English)

Volunteer Experience (Optional)

Include any relevant volunteering roles demonstrating commitment to youth development.