

Madeleine Mooney

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EDUCATION

Ramapo High School

Expected Graduation: June 2024

- **Cumulative GPA:** 4.27/4.0
- **Honors/Awards:** Superintendent's List (received all As) - 6 out of 9 marking periods, Principal's List (received one B and all As) - 3 out of 9 marking periods, HOBY Youth Leadership Ambassador, Harvard Crimson Global Essay Competition Participant, Girls Who Code Summer Immersion Participant

WORK EXPERIENCE

GM Office Interiors, Ltd.

Jul 2021 - Aug 2022

Jr. Administrative Assistant - Summer Franklin Lakes, NJ

- Performed clerical administrative duties during the summer months
- Organized customer data and profiles and worked under company payroll department

B & R Summer Tennis Camp

Jul 2021 - Aug 2022

Jr. Tennis Instructor - Summer

Allendale, NJ

- Provided tennis instruction to young children ages 4 through 6 through fun games and activities
- Helped young children learn the fundamentals of tennis and enjoy the game

EXTRA-CURRICULAR & COMMUNITY SERVICE ACTIVITIES

Interact Club (Community Service) - Ramapo High School

Sep 2020 - Present

Active Member/Volunteer: 135 Hours Total - 65 volunteer hours + 70 hours for club meetings

Franklin Lakes, NJ

- Attended weekly meetings and participated in numerous community service related events during freshman, sophomore and junior year.
- Collected donations for Haiti Shoe Drive, women's hygiene, fabric masks, Emmanuel Cancer Food Drive, Toys for Tots and Annual Holiday Festival at Ramapo High School for Roberto Clemente School in Paterson, NJ
- Created Holiday cards and place mats for Christian Health Care Center and dog blankets for local animal rescue centers
- Volunteered at Ridgewood Recycling, Buddy Walk, Father's Cupboard (local food pantry) and Franklin Lakes 5K Marathon during the weekends
- Awarded Certificate of Interact Star Status for volunteering over 25 of hours of community service during 2020/2021 and 2021/2022 School Years

Model Catholic (High School), Church of Saint Elizabeth

Aug 2021 - Present

Active Member/Volunteer: 30 Hours Total - 15 hours per academic year

Wyckoff, NJ

- Selected as High School Model Catholic to represent Church of Saint Elizabeth Parish
- Coordinated activities to expose young teens in the community to God's love, encourage a life of service to God, and provide a safe place for teens to enjoy each other's company
- Led and planned activities for yearly Confirmation Retreat for potential Confirmation candidates

Light Youth Ministry, Church of Saint Elizabeth

Aug 2020 - Present

Active Member/Volunteer - 30 Hours Total - 15 hours per academic year

Wyckoff, NJ

- Light Youth Ministry desires the teenagers of Saint Elizabeth's to deepen their relationship with Christ and the Church.
- Acted as leader of group activities to assist 8/9th graders in preparation of the Sacrament of Confirmation
- Attended bi-weekly youth ministry meetings, participated in Bridges RUN and annual Box of Joy Donation Drive, and planned activities for Annual Confirmation Retreat

MAD4Kids**Sept 2020 - Present***Active Member/Volunteer - 17 hours total - 3.5 hours volunteering per academic year + 10 hours - 1 hour bi-monthly meetings per academic year Franklin Lakes, NJ*

- MAD4Kids is a non-profit organization created to raise social and global awareness in local communities and give those communities the challenge of acting.
- Attended meetings and participated in various fundraising activities for local communities

Families for Families**Dec 2022 - Present***Volunteer - 10 Hours Total - 3 events over the course of 5 weeks Wyckoff, NJ*

- Families for Families is a non-profit that connects families from affluent areas to low-income families by providing material goods and fostering relationships between families.
- Assisted with Holiday Gift Donation Drive by organizing dropped-off holiday gifts for distribution
- Organized household items and clothing by putting away items on donation table, looking to see which shelves need to be organized, and noting if we are low on any types of items

Ramapo High School's Annual Holiday Festival**Nov 2021 - Present***Volunteer - 6 Hours Total - 1 day event*

- Participated in Ramapo High School's annual Holiday Festival for Roberto Clemente Elementary School in Paterson.
- Acted as a student escort by taking assigned child through various games and activities sponsored by other HS students and donated gift cards for students due to COVID-19 restrictions in grade 10

Wyckoff YMCA**Aug 2022 - Sep 2022***Volunteer - 5 Hours Total - 1 day event Wyckoff, NJ*

- Participated in annual Bergen County Buddy Walk which brings together members of the Wyckoff Community to raise awareness of individuals with Down syndrome and other Special Needs
- Volunteered at the annual Wyckoff Day which connects neighbors, local businesses, civic groups and non-profits within the town community. Oversaw and executed part of the arts and crafts tent

PAW (Promote Animal Welfare)**Sept 2020 - Present***Active Member/Volunteer - 5 Hours Total - 2 events*

- Club dedicated to raising awareness and funds for local animal rescues/shelters, as well as endangered animals in the Community
- Organized donation drives for critical pet supplies for Ramapo-Bergen Animal Refuge, INC. in Oakland, NJ.

Lindsey Meyer Teen Institute - Bergen County Task Force**Dec 2021 - May 2022***Volunteer - 3 Hours - 3 virtual events Virtual Program*

- Non-profit organization located in Secaucus, New Jersey that focuses on young leadership potential and positive change within schools and communities
- Learning sessions, process groups and conversations about racism and real-world issues

ATHLETIC ACHIEVEMENT

Ramapo High School JV Tennis Team**Jul 2019 - Present***Junior Varsity Team Captain - 756 Hours - 3 hours per day for 14 weeks per year Franklin Lakes, NJ*

- Selected as to lead the high school Junior Varsity Tennis Team junior year
- Acted as a liaison between JV coach and team members by communicating schedule and line-up changes to tennis team
- Member of the JV Tennis team during freshman, sophomore and junior year

Ramapo High School Girls Lacrosse Team**Apr 2020 - Present***Varsity Team Member - 936 Hours - 3 hours per day for 14 weeks per year + 60 hours pre-season training per year Franklin Lakes, NJ*

- Active player on Freshman team during Freshman year (2020)
- Active player on Varsity Team during Sophomore year (2021)
- Participated in pre-season training and team bonding activities

USTA Jr. Tennis League**Oct 2019 - Present***Team Member - 480 Hours - 5 hours per week for 6 months per year**Bergen County, NJ*

- Active member of Quest 18U USTA Jr. Tennis Team
- Played various tennis matches against other tennis clubs in local area during the weekends

X-Treme LAX Factory Club Lacrosse**Apr 2018 - Aug 2022***Team Member - 1250 Hours - 5 Hours per week for 10 months + 4 lacrosse tournaments per year**Oakland, NJ*

- Competed during the summer months in various tournaments all throughout the country
- Played competitive lacrosse with girls from different high schools in north eastern states

LEADERSHIP ACTIVITIES & AWARDS, RECOGNITION AND CERTIFICATES**HOBY Youth Leadership - Kean University****Jun 2022***Ambassador**Union, NJ*

- Selected as Ambassador to represent Ramapo High School - Franklin Lakes, NJ in a three-day overnight seminar with other rising high school juniors at Kean University
- Participated in hands-on leadership activities and learned about the significance of nonprofits for communities. Networked with various leaders within the local community
- Awarded Certificate of Outstanding Leadership Potential as demonstrated by the desire to learn and to share knowledge with respect for others

TNT (Teens Needing Teens)**Sep 2022 - Present***Student Leader**Franklin Lakes, NJ*

- Recommended by Ramapo High School Faculty to become a member of natural student leaders throughout the high school
- Implemented activities that promote a positive atmosphere among Ramapo High School community, including new student breakfasts, the Pause Project, teacher appreciation notes

Girls Who Code Summer Immersion**Jul 2022 - Aug 2022***Selected Participant**Virtual Program*

- Selected to participate in Girls Who Code Summer Immersion Program
- Developed Advocacy website that discusses impact of social media on mental health using Javascript, HTML and CSS
- Presented advocacy website to mentors at Ford Motor Company
- Awarded Certificate of Completion for the 2 week virtual Summer Immersion Program

Harvard Crimson Global Essay Competition**Feb 2022***Active Participant*

- Awarded Certificate of Participation in the Harvard Crimson Global Essay Competition

CLeW HOBY Workshop**Apr 2022***Selected Participant**Virtual Program*

- Selected to represent Ramapo High School as a freshman at the CLew workshop for 6 hours over the weekend
- Interacted with several other freshman students in the leadership workshop