President, XYZ Club (Campus Organization), Seton Hall University, 20xx-20xx

- Oversee 10 member executive board; lead weekly meetings for 50 member organization.
- Accountable for decision-making and budget approval.
- Spearheaded membership drive that resulted in 20% increase in active members.
- Coordinate fundraising events, including \$5000 raised for local special needs organization.

Program/Event Coordinator, ABC Sorority, Seton Hall University, 20xx-20xx

- Organized yearly campus wide Greek Week competition event attended by 200 students.
- Member of Executive Board; attended biweekly meetings.
- Developed and coordinated numerous fundraising activities resulting in record member participation and over \$6000 donations to local charities.

Service on Saturday Leader, Division of Volunteer Efforts, Seton Hall University, Fall 20xx

- Supervised 40 students on 3 Saturdays participating in local community projects.
- Service projects included painting a middle school, cleaning a local park, and working at a soup kitchen.

EXAMPLE OF CAMPUS PAID STUDENT POSITION:

Operations Staff, University Center, Seton Hall University, Fall 20xx-present

- Work evening and early morning shifts in high volume campus student center serving 5000 students.
- Provide logistical support to large events and activities attended by up to 400 guests.
- Completed 2 day training on exceptional customer service, safety regulations and technology usage.
- Train new student employees on logistics; utilize strong time management skills.
- Demonstrate advanced proficiency with different types of technology and video equipment.

Math Tutor, Academic Resource Center, Seton Hall University, Spring 20xx

- Guide and support students in their classes to establish effective study strategies and self-advocacy.
- Provide individualized instruction to students enrolled in Algebra, Statistics and Calculus courses.
- Maintain up to 15 appointments per week, including "drop in" hours.

Desk Assistant, Housing and Residence Life, Seton Hall University, Fall 20xx-present

- Maintain security for residents and guests in a facility housing over 500 students.
- Provide prompt, polite, courteous, professional, and timely customer service.
- Complete accurate computerized desk logs and work orders.
- Communicate problems, issues, and concerns to the Residence Hall Coordinator.