

Alex NonProfit

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EDUCATION

Seton Hall University, South Orange, NJ

Bachelor of Arts in Social and Behavioral Sciences, May 20xx

Concentration in Social Work, Minor in Psychology

Study Abroad, Valencia, Spain, Summer 20xx

Lived with Spanish-speaking family while enrolled in communication courses. Participated in excursions to the cities of Madrid, Toledo, Granada, and Barcelona.

RELATED COURSEWORK

Social Problems and Solutions, Social Change, Social Inequalities, Research Methods I & II, International Psychology, Social Psychology, Social Work and the Law, Organizing Grassroots Communities

EXPERIENCE

Banner Initiative, Summit, NJ

April 20xx – Present

Non-profit Intern (Youth Advocacy Program)

- Regularly review and update office's extensive list of local community resources in Excel for staff referrals
- Prepare materials for, and co-facilitate, the teenager self-discovery group on a monthly basis
- Conduct outreach to local businesses to request donations for annual events such as the Holiday Toy Drive

YMCA After School Program, Maplewood, NJ

May 20xx – September 20xx

After School Counselor

- Supervised groups of 15-20 children between the ages of 7-9 during a daily after school program
- Organized and facilitated daily educational and recreational activities for children including foreign language lessons and team building exercises
- Assisted children with English and math homework assignments on a regular basis
- Interacted with parents on a daily basis; attended weekly meetings with 10 peer counselors

VOLUNTEER EXPERIENCE

Division of Volunteer Efforts (DOVE), Seton Hall University

September 20xx – Present

- Help paint 5 local elementary high schools through the local community each school year
- Visit a local nursing home weekly and interact with residents during meals and structured activities
- Participate in service learning trips to countries such as Brazil and Argentina

American Red Cross Relay, Summit, NJ

Summers 20xx – Present

- Raise funds for the American Red Cross during the annual walk-a-thon fundraiser
- Reach out to local businesses and professional network to establish sponsorship opportunities
- Led a team of 10-15 individuals with organizing outreach campaigns, monitoring donations, and managing team's homepage on the organization's Walk-a-Thon website

Seton Hall Soup Kitchen

September 20xx – May 20xx

- Volunteered once a month at the Sunday dinner soup kitchen
- Served food and beverages to homeless individuals at the shelter as well as helped clean up the dining room

SKILLS

Languages: Fluent in Spanish and Italian

Software: Microsoft Word, Excel, and PowerPoint