**Jennifer Lee Pedersen**

Current Address: Permanent Address:

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**Education**

**State University of New York College (SUNY) at Cortland** **Expected: 2013**

* Bachelors of Arts: New Media Design with a minor in Art History

**Onondaga Community College** **2009-2010**

* Fire Protection Technology

**Campus Work Experience**

**Resident Assistant - SUNY Cortland Fall 2011-Present**

* Create a sense of community within the residence halls
* Offer academic, emotional, and social guidance to promote a safe environment
* Plan and implement programs and bulletin boards to meet student needs
* Responsible for providing educational programming
* Advise residents on personal and academic issues
* Act as a liaison between residents and Residence Life and Housing
* Manage various administrative duties including maintaining requests, incident reports and room transfers/ inspections

**Orientation Assistant - SUNY Cortland** **Summer 2012**

* Helped new students adjust to SUNY Cortland through small groups, skits, campus tours, academic advisement, facilitating discussions, and manage residence halls
* Worked with parents to answer their questions and ease their fears
* Effectively executed leadership skills by creating bulletin boards and skits

**Leadership Experience**

**Student Justice – SUNY Cortland Fall 2012-Present**

* Working with faculty and staff
* Sitting on a hearing board to listen and review evidence presented
* Decide on whether or not a student is in violation and give any necessary sanction
* Attend monthly training with faculty and staff

**Transfer Buddy - SUNY Cortland 2011-Present**

* Answer questions transfer students have about SUNY Cortland
* Stay in contact with this group of transfer students throughout the year
* Help transfer students with problems that arise

**Spectrum- CGSA, President Spring 2012-Present**

* Organized, planned and ran weekly executive board and general meetings
* Organized, planned and implemented Campus Wide Event- Drag Show
* Organized National Coming Out Day Event
* Presented on 10+ educational LGBT panels campus wide
* Presented at SUNY Cortland’s Multicultural Life and Diversity Conference

**Student Government Association Fall 2010-Spring 2012**

* Treasurer for Spectrum **2011-Fall 2012**
  + Keeping track of all funds
  + Filling out Purchase orders and handing in necessary paperwork
* Representative for Spectrum **2010-2011**
  + Attending weekly Student Government meetings
  + Giving announcements on behalf of Spectrum

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**SHAPE – Sexual Health and Assault Peer Educator Spring 2011- Present**

* Completed training on preventing sexual assault in the residence halls
* Trained responder to sexual assault survivors

**SCEMS- SUNY Cortland Emergency Medial Services 2010-2012**

* Going on calls at all times of the day and night to give aid to those in need on campus
* Preforming and giving medical assistance
* Being on shift at least two to three nights a month
* Preforming equipment inspection every shift

**Professional Development**

* Presented at SUNY Cortland’s Multicultural Life and Diversity Conference **2012**
* Attended SUNY Cortland’s Multicultural Life and Diversity Conference **2011**
* Attended SUNY Cortland’s Residents Life and Housing Conference **2011**
* Attended International Association of Fire Chiefs Convention/ Conference **May** **2011**

**Volunteer Work**

**Fire Department/ Firefighter/ EMS**

* Gilbertsville Eagle Engine and Hose Company One, Two & Three **2005-Present**
* Taunton Fire Department, Syracuse NY **2009-2010**

**Interior Firefighter 2008-Present**

* Responding to emergency calls 24/7
* Entering into a burning home to extinguish fire
* Entering into a home to help victims to safety
* Assist in the investigation of fires
* Conduct weekly inspection of condition and readiness of equipment
* Assist Lieutenant in maintaining records and submitting reports and damages

**First Responder - EMS 2005-Present**

* Responding to calls for emergency medical services and rendering first aid
* Preforming and giving medical assistance
* Transporting patients to the hospital
* Assist Lieutenant in maintaining records and submitting reports

**Honors**

* Student Leadership award recipient **Spring 2012**
* Dean’s List **2012-Present**
* Firefighter of the year **2011**
* Phi Theta Kappa Honor Society **2010**
* Fire Department: Explorer of the year **2010**
* New York State Lottery Scholarship Recipient **2009-Present**

**Certifications**

* American Red Cross CPR and AED for Adult, Child and Infant Certification **June 2005-Present**
* American Red Cross Responding To Emergency’s Certification **May 2007-Present**
* New York State Firefighter One - Interior Firefighter Certification **2008-Present**
* New York State Firefighter Survival Certification **2008-Present**

**Computer Skills**

Efficient in using both Mac and PC, Microsoft Office, smart board technology, Adobe Programing: Illustrator, Photoshop, and InDesign