

JANE ADDAMS

55 Nunn Drive • Highland Heights, KY 41099 • 859.572.1234 • Jane.Addams@nku.edu

OBJECTIVE: A youth intake coordinator position, utilizing strong interpersonal and assessment skills

EDUCATION

Bachelor of Social Work, Expected May 20XX
Northern Kentucky University, Highland Heights, KY
Minor: Psychology
GPA: 3.8/4.0

LICENSES/CERTIFICATIONS:

License in Social Work, Anticipated July 20XX
Crisis Intervention; CPR/First Aid

FIELD EXPERIENCE

Social Work Intern

Newport Independent Schools, Newport, KY January-May 20XX

- Facilitated counseling groups of 3-5 students covering topics such as social skills, time management and study habits
- Supported individual programming and behavior modification for children who are challenged behaviorally and emotionally
- Participated in the Child Study Meeting for both elementary and secondary levels
- Observed students in the classroom setting to count and chart behaviors
- Co-facilitated instruction for 11th graders in the CHOICES program, an occupations/college search program

Residence Counselor Intern

St. Joseph Orphanage, Cincinnati, OH January-August 20XX

- Implemented services for youth with behavioral challenges
- Assisted with individual programming and behavior modifications
- Instructed life skills training for youth and implemented individual counseling and assessment services
- Participated as co-leader in Anger Management and Self Awareness groups

RELATED WORK EXPERIENCE

Personal Care Attendant, Florence Park Nursing Center, Florence, KY, September 20XX-Present

OTHER EXPERIENCE:

Tutor, NKU, Student Support Services, Highland Heights, KY, August 20XX-Present

Fitness Instructor, YMCA, Florence, KY, June 20XX-August 20XX

PROFESSIONAL DEVELOPMENT:

- National Council Against Violence of Women and Children state conference participant
- Cincinnati-Northern Kentucky Drug-Alcohol Summit participant
- Attended Grant Writing for Dummies seminar

ACTIVITIES/ORGANIZATIONS:

Student Social Work Organization, President, 20XX-20XX

- Organized fund-raising initiative which raised \$2,000

SPURS (Community Service Organization), Member, 20XX-20XX

- Performed nearly 100 hours of campus and local service

Make a Difference Day, Campus Coordinator, 20XX-20XX

- Led food drive campaign to benefit local homeless shelter