**STUDENT NAME**

3800 Hillsborough Street, Raleigh, NC 27606

(919) 111-2222 | student@email.meredith.edu

**EDUCATION:**

**Meredith College**, Raleigh, NC

Bachelor of Science in XXX Anticipated May 20xx

**Athens Drive High School**, Raleigh, NC June 20xx

High Honors, GPA: 3.85

**SKILLS:**

Microsoft Office: Word, Excel, PowerPoint; Adobe Creative Suite, Spanish (Conversational Proficiency)

**LEADERSHIP EXPERIENCE:**

**Vice-President, Athens Drive Community Service Club**, Raleigh, NC August 20xx – May 20xx

* Coordinated service events for a club of 50+ students contributing a total of 400+ hours of service
* Lead club meetings, gathering feedback from past events and ideas for future service activities
* Communicated with community organizations including Habitat for Humanity, Interact and the Salvation Army to explore volunteer opportunities and coordinate days of service
* Raised more than $5K in donations for the American Cancer Society through Relay for Life

**Captain, Athens Drive Lacrosse Team**, Raleigh, NC February 20xx – June 20xx

* Elected by peers 2 consecutive years as team captain in recognition of dedication, skill and leadership
* Led team to county championship by coordinating extra team practices in the off season
* Developed strong team bond, resolving conflict between team members and motivating others

**CHILD-DEVELOPMENT EXPERIENCE:**

**Nanny, Smith Family**, Raleigh, NC June 20xx – Present

* Organize meals, activities and daily tasks for 2 children ages 3 and 5
* Manage hostile behavior with patience, care and problem solving skills
* Coordinate daily activities to encourage education and development of fine motor skills
* Anticipate the family’s needs and demonstrate initiative by managing additional household chores such as cleaning and organizing

**Junior Counselor, XYZ Summer Camp**, Greenville, NC June 20xx – August 20xx

* Led a group of 6 campers ages 8-10
* Motivated campers to try new activities and involve themselves in projects
* Monitored and reported safety concerns with equipment and facilities
* Communicated daily events and observations to parents and senior camp staff

**CAMPUS INVOLVEMENT:**

* Meredith College Lacrosse Team
* Residence Hall Council
* Meredith Recreation Association