

School Guidance Counselor:

May-June, 2005

Rutland South Supervisory Union, North Clarendon, VT.

Long term substitute as 9th & 10th grade Guidance Counselor for Mill River Union High School

Advised students on appropriate schedule changes for the coming year

Provided counseling for students in a crisis

Attended 504 & IEP meetings

Registered new incoming students to the high school

Worked with parents and teachers concerning the progress of students

Practicum and Internship:

September, 2003- April, 2005

Rutland Northeast Supervisory Union, Brandon, VT.

Facilitated groups and met with individual students at the elementary and middle school level

Provided psychological testing (cognitive, achievement, emotional disturbance, attention deficit disorder, anxiety, and learning impairment)

Determined eligibility for Special Education

Coordinated and met with teachers, parents, and other support staff for children

Attended IEP & 504 team meetings

Camp Counselor:

Summer of 2004

Camp Maple Leaf, Wallingford, VT.

Organized and directed group activities for children with Asperger's

Summer Camp Counselor:

Summers of 1999, 2002 & 2003

Vermont Achievement Center, Sheldon Academy Summer Program, Rutland, VT.

Taught arts & crafts and played games and activities

Supervised 15 to 20 children (ages 7-13 years old)

Assistant Teacher:

August, 1999-2002

Vermont Achievement Center, Child Care Center, Rutland, VT.

Prepared children for kindergarten teaching them to recognize letters, numbers and how to write each

Facilitated many games and activities

Consultant:

Summers of 1999-2004

Camp Daybreak, Goshen, VT.

Supervised up to 16 staff (between the ages 15-26) and 10 campers (between the ages 7-12)

Met with staff daily to talk about any issues

Acted as a support network

Wrote evaluations on each camper and the week they had

Counselor:

Summers of 1993-1998

Camp Daybreak, Goshen, VT.

Worked with at risk children (between the ages 7-12) as a counselor

Organized and directed group activities for the children

Arts & Crafts Director:

Summer of 1997

4-H Camp Howe, Goshen MA.

Taught youth (between the ages 7-12 and 13-17) four to five classes a day

Supervised a cabin of 5 girls

PROFESSIONAL AFFILIATIONS

Member of **American Psychological Association (APA)**

President of **PSI CHI** (National Honor Society of Psychology)

1998-1999 Castleton State College, **2003-2005** College of Saint Joseph

HONORS

Presidential Address, gave a speech at the annual Psi Chi and Alpha Delta awards ceremony at the College of Saint Joseph. Spoke about the Past, Present, & Future of Psychology.

Outstanding Graduate Student, College of Saint Joseph, Rutland, VT. Awarded to one individual within the Division of Psychology & Human Services who exemplified outstanding service to the college & community, and maintained good academic standing, 2005.

Mother Theresa Award, College of Saint Joseph, Rutland, VT. Given to those who have demonstrated community service to the college and community, 2004.

Community Service Scholarship, Colby-Sawyer College, New London, NH. Awarded to those who have shown commitment to the community, 1995

Rutland County Grammar School Scholarship, Castleton State College, Castleton, VT. Awarded to students who have lived in VT for the past 5 years and have shown involvement in the community, 1999

Dean's List, Colby-Sawyer College, Fall semester of 1995;

Dean's List, Castleton State College, Spring semester of 1997 & 1999

ADDITIONAL EXPERIENCE

Hostess:

October 1997 – present

Sirloin Saloon, Rutland, VT.

Cordially greet guest, block tables, and train new host staff

Guest service manager for three years

Talked with guest; took care of positive and negative issues

Supervised front and back of the house staff

Hostess, server & guest service manager:

Summers of 2002 & 2004

Lake House Pub & Grill, Bomoseen, VT.

Pleasantly took care of guest

ACTIVITIES

Various fundraisers including:

* Human-I-Tees

* Holiday Care Packages for soldiers in

Iraq

* Breast Cancer Awareness

* Homework Program

* Food drives for The Rutland Mission

* Toys-for-tots coordinator

* Big sister (organized and played games with local elementary children after school)

* Made quilts for AIDS babies

SKILLS

Microsoft Office Suite

Certified by the American Red Cross in adult and child CPR and standard first aid, 2005
