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**EDUCATION**

**Binghamton University, State University of New York**

Bachelor of Science in Human Development **Expected May 20XX**

Bachelor of Arts in History **Expected May 20XX**

Cumulative GPA: 3.56/4.00 | Dean’s List Spring 20XX, Fall 20XX

**LEADERSHIP EXPERIENCE**

**Sigma Chi International Fraternity (Mu Gamma Chapter),** Binghamton, NY **February 20XX-Present**

*Founding Father, Annotator (Secretary)*

* Collaborate with 50 fellow students, the university, and Sigma Chi Headquarters to establish a campus chapter
* Cultivate and maintain high ideals outside the classroom: friendship, justice and learning
* Coordinate the chapter’s programs via campus and community service; handle chapter public relations
* Improve strategic planning skills by collaborating with the rest of our executive board; devise solutions and goals in order to progress in areas like brotherhood, recruitment, fundraising, grades, and chapter participation

**Global Medical Brigades,** Binghamton, NY **January 20XX-Present**

*Treasurer*

* Oversee the financial aspects of the club; manage a budget of $10,150, deposit revenue from fundraisers, fill out reimbursements, handle the payment of vendors
* Collaborate with other members of the executive board to strategically plan for upcoming brigades; recruiting members, booking flights, creating fundraisers
* Lead and coordinate trips, general body meetings and general interest meetings with fellow board members

**Student United Way of Binghamton University,** Binghamton, NY **August 20XX-Present**

*Treasurer, Volunteer*

* Engage in interactive relationships with several children from 4 to 16 years old to enrich their academic and social lives
* Brainstorm and assist in coordinating volunteer opportunities with the rest of the executive board: Carlisle After School Program, and Food Recovery Program
* Manage our club’s yearly budget; preside over any financial actions of the club

**WORK AND VOLUNTEER EXPERIENCE**

**Johnson City Mentor Program,** Johnson City, NY **January 20XX-Present**

*Mentor, Intern*

* Serve as a mentor to a 7th grade Johnson City Middle School student for a minimum of 5 hours/weekly
* Provide reliable academic and social support to middle school students
* Develop transferable workplace skills such as professionalism, communication, leadership, patience, etc.
* Foster writing skills through weekly reflective journal entries

**Global Medical Brigades,** Binghamton, NY **August 20XX-Present**

*Brigade Volunteer*

* Engage in a medical/public health service trip to Nicaragua for 3 weeks over winter break
* Refine basic conversational Spanish skills by interacting with local health physicians, masons and patients
* Improve health and living conditions by building local sanitary options for local inhabitants: septic tanks, latrines, showers and pave floors for 24 families, as well as educate local families on how to reduce infection and illness

**Physical Facilities, Binghamton University, State University of New York,** Vestal, NY **May 20XX-August 20XX**

*Summer Student Hire*

* Collaborated with a crew of students to help maintain Binghamton University’s campus over summer break
* Serviced Binghamton University’s HVAC systems for 32 hours/weekly; cleaned and performed minor repairs

**SKILLS AND LANGUAGES**

Languages: Basic conversational Spanish

Computer Skills: Proficient in Microsoft Word and PowerPoint

Social Media: Twitter, Instagram, Facebook and Snap Chat