

## SERVICE EXPERIENCE

*The format of this résumé can be used for any major/field*

### FIRST NAME LAST NAME

123 Street Name, City, ST 01234 • (555) 555-5555 • Firstname.Lastname@uconn.edu • www.linkedin.com/in/FirstLast

## OBJECTIVE

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Seeking the Refugee Rights Campaign summer internship at Amnesty International utilizing cross-cultural communication, community organizing, and fundraising skills

## EDUCATION

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**University of Connecticut, Storrs, CT**

*Bachelor of Arts, Human Rights, May 20XX*

*Minor: Urban & Community Studies*

GPA: ###/4.00, Honors/Awards: Dean's List

## RELATED EXPERIENCE

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**Public Interest Research Group (UConnPIRG), University of Connecticut, Storrs, CT**

*Public Relations, August 20XX - Present*

- Collaborate with four fellow officers to organize and execute programming for 26-member Executive Board
- Canvass campus monthly recruiting students to sign the Ban the Bottle Campaign declaration, resulting in the collection of 3,200 signatures in support of the petition to ban the sale of single-use disposable water bottles
- Develop Twitter and Instagram campaigns in order to promote the organization to target populations

**Department of Student Activities, Community Outreach, University of Connecticut, Storrs, CT**

*Trip Director: Migrant Farming & Agricultural Communities in Immokalee, FL, August 20XX - Present*

- Design and lead pre-trip educational sessions on impact of migrant farmers on local communities and economies
- Recruit diverse student participants for service trip through creation of unique marketing video using YouTube

*Team Leader: Rural Poverty in Appalachia, WV, August 20XX - May 20XX*

- Facilitated six reflection sessions for groups of 12 participants to process week-long service experiences

*Trip Participant: Understanding Homelessness in Boston, MA, November 20XX*

- Collaborated with a 15-person team to assemble over 700 hygiene kits for individuals experiencing homelessness

**Integrated Refugee and Immigrant Services, New Haven, CT**

*Development & Human Resources Intern, May 20XX - August 20XX*

- Researched donor information in support of fundraising efforts, fostering improved donor relationships
- Published targeted social media posts and monthly newsletters leading to a 30% increase in donor engagement
- Planned silent auction and solicited donations for the annual Run for Refugees, which raised over \$190,000
- Cultivated relationships with media outlets using communication skills in order to ensure positive event coverage

## ACADEMIC PROJECT EXPERIENCE

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**Human Rights Institute/Dept. of History: International Human Rights, University of Connecticut, Storrs, CT**

*Research Team Member, August 20XX - December 20XX*

- Compiled primary and secondary sources on human rights violations in post-war Hungary for comparative country journal article
- Conducted research using online journals and drafted literature review for evaluation by lead faculty member

## WORK EXPERIENCE

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**UC Cafes, University of Connecticut, Storrs, CT**

*Cashier, August 20XX - Present*

- Cooperate with co-workers to achieve workplace goals and provide quality service to the university community

## SKILLS

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*Social Media:* Twitter, Instagram, YouTube, SlideShare

*Computer:* Microsoft PowerPoint, Word, Excel; Prezi

*Language:* Conversational French

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- Education**     **University of Connecticut, Storrs, CT**  
*Bachelor of Arts, Human Development and Family Studies, May 20XX*  
Fieldwork Concentration: Family Relationships - Services and Counseling  
GPA: #.##/4.00  
**Relevant Coursework:** Professional Communication; Child Welfare; Law and Social Policy; Low Income Families; Family Life Education
- Work Experience**     **Hartford Hospital, Hartford, CT**  
*Patient Administrative Associate, May 20XX - Present (weekends and seasonal)*
- Develop positive rapport with patients and health care team using communication skills
  - Adhere to all existing regulatory and hospital standards, policies, and procedures
- Leadership Experience**     **Department of Student Activities, Community Outreach, University of Connecticut, Storrs, CT**  
*Coordinator of Youth Development and Education for Children Programs, August 20XX - Present*
- Supervise and train 14 student leaders utilizing group management strategies
  - Lead trainings and facilitate discussions to educate leaders on components of service
  - Oversee 20-person Selection Committee to recruit and select new student leaders for the upcoming year
  - Serve on Executive Board, supporting 120 student leaders in their service activities
- Big Brothers, Big Sisters Site Manager, August 20XX - May 20XX*
- Coordinated scheduling and transportation to and from site for 22 volunteers
  - Educated peers on quality mentoring techniques and methods of preparing for service
  - Collaborated with fellow site managers to define program goals
  - Awarded Student Leader of the Year for outstanding commitment to the program
- Volunteer Experience**     **Newington Emergency Medical Services, Inc., Newington, CT**  
*Emergency Medical Technician, March 20XX - Present*
- Respond to 911 calls with emergency response team and provide on-site medical care
- DKMS, New York, NY**  
*Drive Organizer, August 20XX - May 20XX*
- Organized bone marrow donor registration drive in collaboration with university blood drive
  - Registered 30 students as potential bone marrow donors during 4-hour event
- Activities**     **Human Rights & Action Learning Community, University of Connecticut, Storrs, CT**  
*Member, August 20XX - Present*
- Discuss the impact of service on career and personal goals
  - Attend academic and recreational events to develop connections with community members
- Ballroom Dancing Club, University of Connecticut, Storrs, CT**  
*Member, January 20XX - Present*