

1-Page Résumé Example: Master of Social Work

First Last

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EDUCATION

University of Connecticut, Hartford, CT

May 20XX

Master of Social Work, GPA: 4.1/4.0

Concentration: Policy Practice

Focused Area of Study: Violence Prevention in Families and Communities

Relevant Courses: Counseling; Program Planning, Development, and Evaluation; Human Oppression: The African American and Puerto Rican Perspective; Human Behavior in the Social Environment; Analysis of Social Welfare Policy

University of Connecticut, Storrs, CT

May 20XX

Bachelor of Arts, Human Development and Family Studies

SKILLS

Computer: Microsoft Word, Excel, PowerPoint, Outlook, Canva, MailChimp

Certifications & Trainings: Mental Health First Aid, Mandated Reporter (DCF), Understanding and Responding to Sexual and Intimate Partner Violence in the LGBTQ+ Community (Austin Police Department), Diversity & Inclusion (UConn), Connecticut Title IX Coordinator Coalition/NASEM Collaborative Meeting (Yale University)

FIELDWORK EXPERIENCE

CWEALF: Connecticut Women's Education and Legal Fund, Hartford, CT

Policy Intern

August 20XX-Present

- Advocate with the Connecticut General Assembly and research policy protecting rights of women to education security, access to justice, workplace equity, and freedom from violence.

Intimate Partner Violence Sexual Assault Prevention Program, Naugatuck Valley Community College, Waterbury, CT

Graduate Social Work Intern

- Educated college students on intimate partner violence, consent, and bystander intervention through workshops and presentations in first-year experience courses and other academic settings.
- Performed SWOT analyses of content and reviewed pre-and post-tests to assess effectiveness and implement changes to improve audience comprehension and participation.
- Trained undergraduate intern on facilitation methods, presentation content, crisis regulation, and classroom management.
- Provided short-term and long-term counseling for students navigating personal and family challenges by utilizing a strengths-based perspective and referring to additional services and resources when applicable.
- Maintained a spreadsheet with presentation requests to ensure timely scheduling, monitor communication with faculty and staff, and evaluate the program's reach and potential.

RELEVANT ACADEMIC PROJECTS

Full Grant Application: Improving the University of Connecticut Violence Against Women Protection Program

Program Planning, Development and Evaluation

Fall 20XX

Intimate Partner Violence and Sexual Assault Prevention Program: Full Policy Analysis and Proposal

Process & Finances, UConn School of Social Work

Spring 20XX

Title IX: Policy Analysis

Analysis of Social Welfare Policy, UConn School of Social Work

Fall 20XX

Policy Brief: S. 856 "Campus Accountability and Safety Act" (20XX)

Child Welfare, Law and Social Policy, Dr. Preston Britner

Fall 20XX

PROFESSIONAL EXPERIENCE

Center for Career Development (CCD), University of Connecticut, Storrs, CT

Graduate Assistant, Programming

20XX-Present

- Create Diversity, Equity, and Inclusion content to educate on opportunities available for students of various identities.
- Supervise undergraduate interns, provide projects, monitor progress, and deliver feedback.
- Collaborate with multiple departments to develop, plan, and implement a virtual résumé writing assignment.