

RECREATION AND HEALTH EDUCATION (THIRD YEAR)

Joanne Smith

E-mail: joanneishere@uvic.ca
 888 Leisure Lane
 Victoria, BC Canada, V8X 1N1
 Phone: (250) 555-5555 Cell: (888) 555-5555

EDUCATION

Bachelor of Arts, Recreation & Health Education

3rd year, University of Victoria

Sept 2011 – Present

Relevant course work: Program Planning, Leadership, Community & Population Health

Understand the importance of listening to client needs and assisting in the development of programs and services that best meet their goals.

PROFESSIONAL PROFILE

- four years experience in working with children, youth and outdoor activities
 - work well in structured and unstructured settings, alone and as an active team member
 - able to coordinate, lead, monitor and evaluate programs and services
 - comfortable with all Microsoft Office 2011 programs, Publisher, SPSS and inVivo
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RELEVANT COMPETENCIES

Interpersonal

- easily develop rapport with people from various backgrounds and levels of responsibility
- effective at finding common ground and providing empathy
- demonstrate sound judgment and initiative

Leadership Skills

- comfortable obtaining feedback and seek input from supervisor and others
- work independently with minimal supervision and effectively as a team member
- generate enthusiasm and group cohesion with ease

Communication

- comfortable in welcoming participants and connecting them to community
- excellent written and oral communication abilities
- effective public speaking abilities

Research and Technical

- experience compiling and summarizing quantitative and qualitative information
 - above average attention to detail and accuracy of information
 - comfortable with all Microsoft Office 2011 programs, Publisher, SPSS and inVivo
 - experienced in record-keeping, filing, and writing professional invoices
 - able to create professional presentations, comfortable command of colour, shape and balance
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CERTIFICATIONS / ADDITIONAL SKILLS

- St. John's Ambulance, Standard First Aid & CPR "C" (expires July 2013)
 - BC Class 4 Driver's License
 - conversational – level Spanish
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RELEVANT WORK EXPERIENCE

Evaluation Coordinator <i>University of Victoria, Healthy Food and Beverage Sales Project</i>	Jun 2011 – Present
Active Transportation Research & Teen Leader <i>Esquimalt Parks & Recreation</i>	Sept 2010 – Dec 2010
Fitness Technician <i>Curves International</i>	Jan 2010 – Apr 2010
Summer Program Director <i>Camp Columbia, Thetis Island</i>	May 2009 – Aug 2009
Office Assistant <i>Victoria Design Ltd.</i>	Jul 2006 – Aug 2008

ACADEMIC ACHIEVEMENTS AND AWARDS

University of Victoria President's Scholarship, 2010–2011
XXYY Scholarship Nominee, 2009

COMMUNITY INVOLVEMENT

- Recreation & Health Education Representative, UVic Physical Education Student Society, 2009-11
- Campus Tour Guide– New Student Orientation Program, UVic Transition Services, 2010
- Outdoor Hike Leader and Event Coordinator, 2010-11
- Volunteer for Annual Symposium, BC Recreation & Paingrks Association May 2011
- Event Volunteer, Operation Track Shoes, University of Victoria Jun 2008 – Jun 2011
- Leisure Assistant Volunteer, Recreation Integration Victoria Oct 2008 – Dec 2010
- Living Waters International's volunteer trip, Guatemala, 2009
- Developed 'Clothing Exchange for Global Change' fundraiser event for UNICEF, 2008
- Independently backpacked for eight weeks through Western Europe, 2008

ADDITIONAL INTERESTS

I enjoy cycling, hiking, art, international travel, and spending time in the outdoors.
I aspire to be a well-traveled, well-educated, and healthy individual and an engaged and caring citizen of my local and global communities.

REFERENCES

AVAILABLE UPON REQUEST