

FIRST NAME LAST NAME

City / State

Emailaddress@provider.com

Phone Number

www.linkedin.com/in/yourprofilenamehere/

OBJECTIVE

A _____ position utilizing my _____, _____, and _____ skills

EDUCATION

Bachelor of Arts in Sociology, May 20XX

Northern Illinois University, DeKalb, IL

Minor: Gerontology

GPA: 3.6/4.0

LANGUAGE SKILLS

Spanish: Advanced conversational skills

GERONTOLOGY EXPERIENCE

Intern, Apostolic Christian Resthaven, Elgin, IL, January 20XX – May 20XX

- Assisted activity coordinator with games, exercises, parties, music, current events and pet therapy in 50 bed facility.
- Observed intake appointments conducted by social service designee and strategized to address residents' special problems, concerns and questions.
- Designed 'Songbird Gallery' including audio samples, websites, photos, and a drawing activity to engage residents in nature and encourage creativity.

Intern, Kenneth Young Center Senior Services, Elk Grove Village, IL, May 20XX – August 20XX

- Completed initial intake process for 10 individuals at a center serving seniors in Elk Grove and Schaumburg Townships.
- Gained exposure to case management and knowledge of State of Illinois Circuit Breaker paperwork and advocacy; attended State of Illinois Make Medicare Work Coalition seminar.
- Delivered weekly Meals on Wheels for 9 residents.
- Created preliminary design of quarterly senior newsletter.

LEADERSHIP EXPERIENCE

Vice President, Gerontology Student Organization at NIU, August 20XX – Present

- Coordinated invitations to guest speakers from local social service agencies.
- Spearheaded fundraising campaign for charitable donation of \$350 to Barb City Manor.

ADDITIONAL EXPERIENCE

In-Home Day Care Provider, Elgin, IL, August 20XX – Present

- Care for children ages 1-4; create and lead activities based on developmental abilities.

Sunday School Teacher, Peace Church, Bartlett, IL, 20XX – Present

- Develop lesson plans and teach 8 children in preschool, kindergarten, and first grade.