

 (555) 123-4567

 emily.carter@email.com

 Seattle, WA

EDUCATION

Bachelor of Arts in Psychology

University of Washington | Seattle, WA

Graduated May 2018

Certifications

- CPR & First Aid, American Red Cross, 2023
- Trauma-Informed Care Training, 2022

SKILLS

- Conflict resolution
- Active listening
- Academic support
- Behavioral intervention
- Program coordination
- Crisis management
- Relationship building
- Report writing
- Microsoft Office
- Empathy
- Cultural sensitivity
- Patience
- Teamwork
- Time management
- Motivational coaching

EMILY CARTER

SCHOOL YOUTH MENTOR

PROFESSIONAL SUMMARY

Compassionate School Youth Mentor with experience supporting middle and high school students in Seattle public schools. Skilled at fostering positive relationships, improving academic engagement, and guiding personal growth.

EXPERIENCE

- 2020 -

School Youth Mentor

Seattle Public Schools / Seattle, WA

- Provide individualized mentoring sessions to over 30 students weekly, focusing on academic challenges, social skills, and emotional well-being, which led to a measurable increase in school attendance and participation.
- Design and implement after-school workshops on study techniques, time management, and emotional intelligence, boosting student engagement by 25% within the first year.
- Collaborate closely with teachers, school counselors, and parents to develop tailored support plans addressing each student's unique needs and behavioral challenges, resulting in a 15% reduction in disciplinary referrals.
- Maintain detailed records of student progress and session notes while adhering to confidentiality policies and regularly reporting updates to school administration.

- 2018 - 2020

Youth Support Assistant

Greenwood Community Center / Seattle, WA

- Supported youth mentors by coordinating group activities and educational programs designed to assist teenagers facing social and academic challenges, improving overall program participation by 20%.
- Facilitated conflict resolution workshops that reduced incidents among youth participants by 15%, creating a more positive and cooperative environment.
- Assisted in the development of community outreach initiatives encouraging school attendance and engagement, resulting in stronger connections between families and local support services.

- 2019 - Now

Mentor Volunteer

Big Brothers Big Sisters of Puget Sound /

- Provide one-on-one mentorship to at-risk youth, helping build confidence, academic focus, and goal-setting skills.