

Robert Smith

Community Advisor

PERSONAL STATEMENT

Looking for a Community Advisor position was to utilize my skills; develop new skills, gain experience, and proficiency in a chosen career.

WORK EXPERIENCE

Community Advisor

ABC Corporation - August 2006 - May 2007

Responsibilities:

- Responsible for the safety and well-being of 50 student-athletes within university residential housing.
- Developed, promoted, and facilitated bi-monthly community programming to students.
- Assisted in providing on and off-campus resources to students.
- Created monthly advertisements for activities and student life updates.
- Encouraged and fostered an environment where students were able to grow both personally and academically.
- Developed a program designed to create awareness of diversity and inclusion for all resident advisors in attendance at the conference (150 attendees).
- Independently facilitated program and responded to question and answer session following event.

Community Advisor

Delta Corporation - 2001 - 2006

Responsibilities:

- Controlled the office at the residents hall by organizing documents effectively.
- Advised complex counsel on the rules held by Texas Tech University and University Student Housing.
- Advised weekly inspections in resident halls to ensure proper security and maintenance.
- Attended RHA (Residence Hall Associations) meeting which created rules and discussed issues within each hall.
- Mentored first-year students upon arrival at college; throughout the year, coordinated residential life and served as a resource for residents.
- Represented staff on Dorm Lounge Renovation Committee.
- Serve on-call duty rotation to ensure safety and well-being of on-campus residents Create and facilitate social and educational programs.

Education

Master's of Science in Sports and Fitness Management, Sport Marketing, Sport Public Relations - 2015(Missouri Baptist University - St. Louis, MO)

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

SKILLS

Conflict Resolution,
Customer Service,
Community
Development.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)