



ISABELLA CLARK


Child Care Program Supervisor

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PROFESSIONAL SUMMARY

Dedicated Child Care Program Supervisor with 2 years of experience in managing youth programs and fostering positive environments. Skilled in developing engaging curricula and training staff to enhance child development. Passionate about creating safe, inclusive spaces that support children's growth and well-being while collaborating closely with families and the community.

WORK EXPERIENCE

Child Care Program Supervisor  Apr / 2024-Ongoing  Santa Monica, CA
Pineapple Enterprises

- 1. Oversee program operations to ensure alignment with organizational goals and objectives.
- 2. Developed a streamlined process for after-school enrichment activities that increased participation.
- 3. Conducted presentations for community groups to promote program offerings and address concerns.
- 4. Supervised over 150 staff, vendors, and volunteers across various programs.
- 5. Created and implemented a comprehensive staff development program.
- 6. Conducted effective recruitment, training, and evaluation of staff.
- 7. Designed and implemented a life skills curriculum, enhancing participant engagement.

Program Supervisor  Apr / 2023-Apr / 2024  Denver, CO
Summit Peak Industries

- 1. Oversaw a team of 18 staff in delivering outreach services focused on child and family support.
- 2. Managed case load for children with diverse needs, ensuring appropriate care and resources.
- 3. Prepared reports on program effectiveness for stakeholders, enhancing accountability.
- 4. Participated in the development of policies and procedures for program operations.

EDUCATION



Bachelor of Arts in Child Development  Apr / 2022-Apr / 2023  Denver, CO
University of Michigan

Studied child development theories, practices, and policies with a focus on early childhood education.





SKILLS



INTERESTS

-  Art
-  Volunteering
-  Hiking
-  Yoga



STRENGTHS

-  Criticality
-  Detail-oriented
-  Diplomacy
-  Enthusiasm

LANGUAGES



ACHIEVEMENTS

-  Implemented a new training program that improved staff retention by 25%.
-  Increased program enrollment by 30% through community outreach initiatives.