

Student Name

(555) 555-5555 · student@uci.edu

EDUCATION

University of California, Irvine

June 20XX

Bachelor of Arts, Social Policy and Public Service

Minor in Gender and Sexuality Studies

STUDENT AFFAIRS EXPERIENCE

UCI Student Housing, Irvine

Sept. 20XX – Present

Mesa Court Student Association President

- Lead a team dedicated to advocating for on-campus student needs and resources.
- Collaborate directly with student staff and Residence Life Coordinator to design well-developed, inclusive, and safe community for residents.
- Execute events focused on advocacy, community development, and education.
- Monitor budget to ensure programs fit within quarterly allowance.
- Oversee student delegates to help with development as event planners and team members.

UCI Student Housing, Irvine

June 20XX – June 20XX

Mesa Court Resident Advisor

- Developed and led various events for residents to develop their personal, social, and professional skills.
- Partnered with advisors to curate resources and create a positive living environment.
- Trained in crisis intervention, first aid, conflict resolution, and policy enforcement for wellness and safety of resident community of 600.
- Mentored 12 new Resident Advisors.

UCI Student Housing, Irvine

Aug. 20XX – June 20XX

Student Ambassador

- Represented residents' concerns to student and professional staff.
- Advocated for student and community needs as well as social, academic, and health and wellness based events.

OTHER EXPERIENCE

Sunburst Event Solutions, Anaheim, CA

Nov. 20XX – May 20XX

Assistant Event Organizer

- Planned events with local businesses for varying family-oriented communities.
- Liaised with clients to identify needs and promptly respond to inquiries.
- Assisted in set-up and tear-down of events.

AWARDS

Resident Housing Association Student Staff Member of the Year

June 20XX

Writers Collaboration Creative Writing Award

February 20XX

SKILLS

Proficient in Canva, Mailchimp, ProgDB, and Procreate