

Ingrid Andersen

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OBJECTIVE

To obtain a full-time position in youth ministry and religious education.

EDUCATION

University of Dayton Dayton, Ohio Graduation: May 20XX
Bachelor of Arts: Religious Studies GPA: 3.52/4.0
Minor: English
Scholarship/Awards: President's Scholarship, Theta Alpha Kappa Religious Studies Honor Society
Study Abroad: London, England – Psychology and Theater classes Summer 20XX

RELATED EXPERIENCE

Catechist

St. Mark Parish Dublin, Ohio November 20XX-Present

- Work with a team of catechists to plan, lead, and execute sessions for 100+ Confirmation candidates
- Lead a small group of 12-14 eighth grade students in discussing material for each session
- Planned and led weekend retreat for Confirmation candidates, the first in parish history

Tutor

University of Dayton Student Learning Services Dayton, Ohio January 20XX-Present

- One-on-one and group tutor for students in Religious Studies classes
- Encourage, support and guide students with academic assistance
- Help students work through class readings, notes, and successfully prepare for exams

Supplemental Instructor

University of Dayton Student Learning Services Dayton, Ohio June 20XX-December 20XX

- Attended class with first year students in review group and acted as a model student
- Planned daily review lessons and graded assignments for Introduction to Religion class
- Facilitated classroom activities and discussion which centered on collaborative processing of lecture and class material
- Led students in note reviews, test preparation and review, and text or primary source processing organization

Summer Workshop Counselor

St. Jude Church, Summer Youth Leadership Council Springfield, Ohio July 20XX

- Planned, coordinated, and led summer program for high school students on the topics of Faith, Vocation, and Christian Leadership
- Facilitated group sessions, prayer services, and service projects throughout the three week program

SKILLS

- Deals effectively with a wide variety of people
- Listens carefully and compassionately
- Ability to quickly analyze a problem and develop an effective response
- Excellent oral and written communication skills

ACTIVITIES

- Catholic Life Student Organization President 20XX - present
- New Student Orientation Team Member 20XX - present
- First Year Retreat Team Co-Director 20XX
- Campus Ministry Liturgy/Justice Retreat Team Member 20XX