

Allison Ruanto

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EDUCATION

Pioneer High School- **June 2012**

California State University, Chico

Bachelor of Arts, Child Development: May 2016

Minor: Health and Wellness

Coursework: Child development, Education for Teachers, Nutrition, Biology, Religious Studies, Health, Psychology

EXPERIENCE

Private Literacy Tutor, Woodland, CA— 2010-2012

- Worked with a 7 year^o old boy to develop his literacy skills. My responsibilities
- Responsibilities included reading to him, assisting him read to me, helping him write his own stories, evaluating penmanship, and encouraging his learning process.
- Child was able to excel 5 reading levels
- Earned a raise for my achievements

Assistant Preschool Teacher, Shepherd's Flock Preschool; Chico, CA — 2013-2015

- Supervised and facilitated learning for preschool age children
- Assisted with meal prep and clean up
- Assisted with toilet training
- Executed lesson plans in place of head teacher
- Managed an art station of 5-7 children

Summer Orientation Peer Advisor, Summer Orientation Programs; Chico, CA — 2013-2014

- Assisted incoming college students register for classes and becoming acclimated to the campus while maintaining a professional attitude
- Mingled with parents and guests during orientation sessions
- Worked through extreme heat while maintaining a positive attitude

Senior Staff member, Summer Orientation Programs; Chico, CA— 2014-2015

- Assisted in interviewing and hiring process for new staff
- Planned and executed a class party for 30 staff members
- Facilitated activities during training workshops
- Served as a mentor and role model for new staff members

Student Co-Director, Summer Orientation Programs, Chico, CA— 2015-present

- Assists with all phases of program preparation and administration including, but not limited to, contracts and meetings with university personnel, written and oral communications, purchase of supplies, assignment of majors, design and preparation of program materials, program planning, maintenance of accurate records, coordination of personnel associated with the program and planning/implementation of final program details.

INTERNSHIPS**Supervised Fieldwork, Shepherd's Flock Preschool; Chico, CA- 2014**

- Designed and implemented developmentally appropriate curriculum for preschool age children

Supervised Practicum, Associated Students Child Development Lab- Toddler Classroom; Chico, CA- 2015

- Evaluated a target child using the Desired Result Developmental Profile
- Observed target child and took extensive notes and journals

Supervised Internship, Little Chico Creek Elementary School, Kindergarten Classroom; Chico, CA- 2015

- Researched and evaluated Common Core in the classroom
- Designed and implemented a lesson plan

TECHNOLOGY

- Knowledge of Microsoft Office, Google Docs, Weebly, Facebook, Instagram, Twitter
- Experience with statistical software for social sciences

INTERESTS

- Dancing, singing, musical theatre, leadership, traveling

PERSONAL QUALITIES

- Excellent communication skills, organized, detail oriented, friendly, passionate, responsible, nurturing, collaborative, creative, team player, independent, sense of humor, disciplined

GRADE POINT AVERAGE

- 3.8 cumulative GPA- California State University, Chico

ACTIVITIES & HONORS

Acapella Choir- 2012-2014

Alpha Omicron Pi Women's Fraternity- 2014- present

College of Behavioral and Social Sciences Dean's List- 2012-present

College of Behavioral and Social Sciences Student Ambassador 2013-present