***MEGAN E. BURTON***

**37 Wayland Drive**

**Portsmouth, Virginia 23703**

**(757) 535-2649**

**EXPERIENCE**

Summer 2017 Camp Counselor, YMCA of Portsmouth

* Led daily camp activities
* Provided supervision on field trips
* Developed age appropriate activities
* Encouraged appropriate behavior
* Coordinated medical attention when necessary

2014 - Present Part-Time Receptionist, Coastal Vocational Services

* Answer telephones
* Greet clients
* File documents
* Make copies as needed

**EDUCATION**

2014 – Present Liberal Studies, Psychology Minor

Anticipated Graduation May 2018

Longwood University, Farmville, Virginia

**OTHER INFORMATION**

* CPR and First Aid Certified
* Extensive training received through YMCA
* Enjoy working with children
* Early childhood education coursework

**REFERENCES**

Access as needed