‍‍Mary Anderson

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**Education**

 Monacan High school | 2011 - 2015

* National Honor Society
* Spanish Honor Society
* Beta Club
* Freshman Mentor

Longwood university | 2015 - current

* Major: Liberal Studies Elementary Education
* Minor: Psychology
* Cormier Honors College
* Alpha Phi Omega National Service Fraternity
* Alpha Lambda Delta National Honor Society

Skills & Abilities

Communication

* At my current job, it is essential that I communicate effectively with customers in order to meet and satisfy their needs. If there is an issue, I remain calm and convey to them that I understand their problem and will do whatever I need to do to resolve the situation.

Leadership

* I was a mentor to the incoming freshmen in my high school. I ran a class of freshman along with 4 other mentors. We were there to ease the freshmen in their transition into high school. We gave them tours of the school, study tips, and were a leader and a friend to them.
* For three years, I volunteered as a crew leader at my church for vacation bible school. I had a group of 5-6 children for the week. I went station to station with them every day and we talked about bible stories, played games, did crafts, and more.
* I was historian for my pledge class in Alpha Phi Omega, a national service fraternity which is based on the three cardinal principles of leadership, friendship, and service. I was in charge of taking pictures and getting pictures from the brothers. I put together a scrapbook for the fraternity.
* I have served as fundraising chair for Alpha Phi Omega. My responsibilities included coordinating fundraising events on Longwood’s campus and with restaurants in the town of Farmville, VA. I also had to come up with ideas of items to sell at Alpha Phi Omega’s booths at Longwood’s Oktoberfest and Spring Weekend events. I was also responsible for keeping track of brothers’ fundraising points and communicating with them about upcoming fundraisers.
* In Alpha Phi Omega, I have created my own service projects including tutoring every week at the local elementary school. I contacted school personnel, set up times and dates, and reached out to the brotherhood to come with me and tutor the children that needed assistance.

Experience

Barista | Barnes and noble | march 2015 - current

* As a barista in the café at Barnes and Noble, I work the cash register and take orders from customers. I also prepare various drinks and food items for customers. I diligently clean the café in order to maintain a safe and sanitary environment. I work hard to meet customer needs and answer any questions they have.

Assistant Teacher | Childtime daycare | june 2016 – august 2016

* I was an assistant teacher at Childtime. I worked in classrooms with 2-year old’s and preschool aged children. My responsibilities included changing diapers, cleaning up after the kids, and facilitating a safe and fun learning environment.