

Rebecca Davis

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2795 Rob Cruthis Road
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OBJECTIVE	To obtain a school counseling position in an elementary or middle school setting.	
EDUCATION	University of North Carolina at Chapel Hill M.Ed. in School Counseling with Advanced (Sixth Year) Licensure	August 2011
	B.A. in Psychology, Second Major – Communication Studies Study Abroad – London, Great Britain	May 2011 May-June 2008
SCHOOL COUNSELING EXPERIENCE	NEW HOPE ELEMENTARY SCHOOL, Chapel Hill, NC School Counseling Intern <ul style="list-style-type: none">• Conducts individual counseling sessions with approximately 50 students• Provides classroom guidance lessons K-5 regarding bullying, social skills, study skills, career exploration, and healthy living• Facilitates small groups in subjects ranging from study skills to cultural diversity• Assists in school-wide programs such as Terrific Kids banquets and the Pet Pal therapy program• Participates in SST meetings, test administration coordination, student support services PLCs, and grant writing committees	August 2010-present
	TRINDALE CHILDREN CENTER, Trinity, NC Assistant Teacher <ul style="list-style-type: none">• Instructed and cared for children between 6 weeks to 5 years of age• Compiled previous records to construct handbook for incoming families	May 2007-August 2007
ADDITIONAL WORK EXPERIENCE	CAROLINA UNION, Chapel Hill, NC Information Services Student Supervisor <ul style="list-style-type: none">• Communicates directly with full-time staff concerning expectations and responsibilities for student employees• Carries out duties of Information Services Assistants while serving as link between full-time employees and student staff• Served as co-interim department manager during two month hiring period	May 2010-present
	Information Services Assistant <ul style="list-style-type: none">• Provides directions and information about campus to visitors• Assists patrons with room reservations, key checkouts, and equipment loans• Acts as liaison between patrons and other Union departments	January 2008-May 2010
	FOX 8 WGHP, High Point, NC Operations Intern	May 2009-July 2009
ADDITIONAL SKILLS	Microsoft Word, PowerPoint, Excel; Adobe Photoshop; Typing speed >60wpm Public speaking, interpersonal and communication skills	