

Kelly Madden

196 West Jersey Hill Rd., Ithaca, NY., 14850

Phone: 607-793-4154 E-Mail: kmaddenphotos@live.com

To Future Employers:

My name is Kelly Madden and I am currently attending Ithaca College for psychology (B.A) with focuses in counseling and sociology. I am applying for a position at your facility today for an experience to better myself and learn more. I am a passionate and outgoing individual who is excited to have the opportunity to work with you. I am an Ithaca native with a passion for learning! I have held numerous positions over the years at Ithaca college in leadership, community-service, and activism. I am currently a first-year student peer mentor and residential life student planner. I also hold a full-time job in the non-academic season as Ithaca Community Childcare as a substitute teacher, summer camp counselor, and assistant director. Ultimately, I am seeking a rewarding experience and would gratefully welcome the opportunity to work with you!

Please contact me if you would like to discuss my qualifications in person:

607-793-4154

kmaddenphotos@live.com

kmadden@ithaca.edu

Experience

1. Ithaca Community Childcare Center- IC3

Address: 579 Warren Rd, Ithaca, NY 14850

Phone: (607) 257-0200

Duties: daily interactions with children (infants- school age), CPR, First Aid, lesson-planning, field trip planning, meal prep, etc.

2. Texas Roadhouse

Address: 719-25 S Meadow St, Ithaca, NY 14850

Phone: 607- 272-1621

Duties: food service, customer communication, daily cleaning responsibilities, etc.

3. Ithaca College Dining Services

Address: 953 Danby Rd., Ithaca, NY., 14850

Duties: daily food preparation and management, cashier experience, money-handling, daily student interaction.

4. First Year Residential Experience at Ithaca College

Address: 953 Danby Rd., Ithaca, NY., 14850

Duties: planning social events for first year students to educate them about their social and emotional resources on campus, overall mentoring of first year students!

Education

High School

2012- 2016

Address: 221 Chenango Bridge Rd, Binghamton, NY 13901

Phone: (607) 779-4743

Graduation Year: 2016

Regents Diploma

College / University

Ithaca College

Address: 953 Danby Rd, Ithaca, NY 14850

Phone: (607) 274-3011

Graduation Year: December of 2019

Field of Study: Child Psychology & Counseling

2016-2019

Skills

- Child care: crafts, field trips, swim lessons, grocery shopping, carpool, daily chores, and etc.
- I have experience with all age groups of children including: newborn to school age (12 years old)
- Computational skills: IBM SPSS, Microsoft Word, Excel, and PowerPoint, etc.
- Planning and organizational skills: 25 Live software skills, event creation and organization, and setup.
- Daily friendly communication and customer service skills

References: Kelly Madden

Name	Deidra Jacobson-Castillo
Phone Number	402-719-7101
Position/Relationship:	I regularly babysit the Castillo girls, and their oldest daughter is in my summer-Camp class.
Name	Lee Jefferson
Phone Number	607-279-1105
Position/Relationship:	Director of School Age Programs – Ithaca Community Childcare Center

Attached is a copy of my Fall 2018-2019 Class schedule (August 2018-December 2018)

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
9am	PSYC 30900-01 20378 Class 9:00 am-9:50 am WILL 221		PSYC 30900-01 20378 Class 9:00 am-9:50 am WILL 221		PSYC 30900-01 20378 Class 9:00 am-9:50 am WILL 221		
		PSYC 31100-01 20379 Class 9:25 am-10:40 am WILL 221		PSYC 31100-01 20379 Class 9:25 am-10:40 am WILL 221			
10am							
11am	SOCI 21200-01 23650 Class 11:00 am-11:50 am HILL 107		SOCI 21200-01 23650 Class 11:00 am-11:50 am HILL 107		SOCI 21200-01 23650 Class 11:00 am-11:50 am HILL 107		
12pm							
1pm							
		PSYC 30204-01 21210 Class 1:10 pm-2:25 pm WILL 121		PSYC 30204-01 21210 Class 1:10 pm-2:25 pm WILL 121			
2pm	WRTG 21100-07 22325 Class 2:00 pm-2:50 pm SMID 109		WRTG 21100-07 22325 Class 2:00 pm-2:50 pm SMID 109		WRTG 21100-07 22325 Class 2:00 pm-2:50 pm SMID 109		