

Taylor Schneider

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EDUCATION: Bachelor of Arts, Public Policy, Domestic Policy, Minor in Leadership

Susquehanna University, Selinsgrove, PA

May 2020

Internship :Susquehanna University Global Ambassador Program

Internship: Mount Olive, New Jersey Business Administration

University of Waikato, New Zealand:

July-October

2018

Awarded International Student of the Year

Studied at the University of Waikato for four months to immerse myself in a different culture

Directed 50 plus international students in different events that were offered to them

Advocated for additional accommodations for other international students who needed assistance

Encouraged and mediated conversations among other international student to guide them to success

Global Ambassador (Intern) Susquehanna University, Selinsgrove, PA

September

2019

- Served as a Teacher's Assistant, helped accommodate international students in American Culture
- Teacher's Assistant for international class, helped create curriculum for an interactive learning environment

Professional Experience:

Mayor's Office

Business Administration (Intern) Mount Olive, NJ

May-June

2019

- Assisted in Administrative duties including answering phones, filing, reviewed work orders
- Managed running record of Health Department receipts to ensure all orders matched up
- Served as customer service representative in the Recreation Department
- Learned computer system (Community Pass) in order to complete task for Recreation
- Aided in filing tickets for increasing funds from different municipalities
- Compared other town's budget reports/town expenses to our municipality to find a better way to provide a more user-friendly platform of information to civilians
- Worked in a variety of departments as needed

Leadership & Service:

Assistant Director

Mount Olive Recreation, Destination Discovery, Mount Olive, NJ

May-June

2019

- Created schedules for campers utilizing time management skills
- Established a daily routine by being flexible, incorporating energizing fun- filled games through verbal instruction, and the help of other team members
- Collaborated with staff of 12 through planned lessons and gave constructive feedback to help develop staffs

Community Service:

Mount Olive Recreation, Mount Olive, NJ

June 2013-2019

- Led community events attracting 4,500 people by answering questions, directing people to specific locations
- Performed 500 hours of community service with Mt. Olive Rec
- Provided instruction to large amounts of people at community events for all ages

Leadershape: National

- Week long leadership retreat that inspired people to become better leaders
- Developed leadership skills including collaboration, communication, and compromising through team building activities

International Club Executive: Financial Overseer

December 2018- December

2019

- Oversees budget for club to ensure the treasure is keeping up with proper allocation of funds
- Helped other board members accomplish tasks like creating fundraisers