

PRISCILLA N. WIAFE

Dedicated and inquisitive student seeking a college to explore careers in the fields of nursing and accounting.

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EXPERIENCE

Center for African, Black & Caribbean Studies(CABCs), Garden City — Provide administrative & research assistance to the Director

January 2024 - PRESENT

Experienced professional with a strong background in event planning, academic research, and administrative support. Skilled in correspondence management, document preparation, and general office support. Proficient in file and database organization. Excellent communication skills, adept at greeting visitors and handling inquiries. Available for after-hours and weekend events.

SKILLS

- Experienced professional with a proven track record in leadership, government outreach, and advocacy.
- Proficient in navigating complex policies, including higher education and education policies.
- Skilled in problem-solving, public speaking, market research, and business analysis.
- Demonstrated ability to collaborate effectively within diverse teams and provide consulting services.
- Strong critical thinking abilities and a focus on collaboration and teamwork.

Collegiate Science & Technology(CSTEP), Garden City —Mentor & Member

July 2022 - PRESENT

Dedicated to supporting low-income families and students by providing mentorship and guidance to help them prepare for midterms and finals.

AWARDS

- DOCTOR HONOR ROLL
- RESIDENT HONOR ROLL
- INTERN HONOR ROLL
- PERFECT ATTENDANCE

NYS Science & Technology Entry Program (STEP) & NYS Liberty Partnership Program(LPP), Garden City — Student Employee

October 2022 - PRESENT

While pursuing my own academic goals, I have dedicated myself to helping middle and high school students. Additionally, I have supported various events and created academic programs for college students, including first-year students and those transitioning from middle to high school.

CERTIFICATIONS

- Foundation of User
- Experience (UX) Design
- Start the UX Design Process: Empathize, Define, and Ideate
- Build Wireframes and Low-Fidelity Prototypes Sexual Harassment Prevention (U.S. Federal) for Non-Supervisors

Church Community Outreach, Bronx, NY — Volunteer(Supportive/ Leader Assistant)

January 2018 - PRESENT

I was responsible for promoting the message and vision of my church to community members, engaging in conversations and discussions. I also participated in a week-long camp, where I supervised children ages 9-12 years and provided support and open discussions that informed their spiritual and personal development.

LANGUAGES

English(Fluent) , Twi(Fluent), & French(Intermediate)

Pathfinder Club, Bronx, NY — Assistant Leader/ Volunteer

January 2018 - PRESENT

As a teacher and guide at Adventures Classes, I derive deep fulfillment from nurturing students to become pathfinders. Guided by my relationship with God, I integrate spiritual values into teaching, fostering personal growth. Giving back to the community and instilling leadership values in students are highlights of my role.

Through teaching, I emphasize the importance of leadership, drawing from my own experiences in camping and survival. Committed to ongoing growth, I'm actively pursuing mentorship under a Master's Guide to refine my leadership skills and strengthen my dedication to the pathfinder ethos.

New York Young Advocate @ Young Invincibles (YI), Remote — Internship

September 2023 - December 2023

As an active contributor at Young Invincibles, a political advocacy organization, I envision a future where all youth are fully engaged in our country's political system and possess the economic means to achieve their utmost potential. Our efforts prioritize equity, aiming to dismantle systemic barriers and challenge power structures that perpetuate injustice. Through our inclusive practices, we seek to empower marginalized communities, and our collaborative approach values diverse perspectives while nurturing respectful relationships. Rejecting the status quo, we strive for systemic change, deploying innovative leadership and solutions.

Consulting Extern @ PwC - Business Strategy Consulting Extern, Remote — Internship

February 2023 - April 2023

As part of an initiative supporting non-profits, I gained strategic consulting skills through an externship. Professionals from PwC will mentor us as we analyze and address critical issues in areas such as development, impact assessment, policy, process enhancements, talent engagement, communication, and strategic positioning.

Truth, Racial Healing & Transformation (TRHT), Garden City — Student Employee

January 2023- May 2023

Creating alumni events to support campus diversity, writing articles about community figures, and increasing student involvement on campus.

EDUCATION

Adelphi University, Garden City — Bachelor of Science in Nursing [GPA: 3.419/4.00]

August 2022 - PRESENT

- DEAN LIST - SPRING SEMESTER 2023
- DEAN LIST - SPRING SEMESTER 2024

Dr. Richard Izquierdo Health and Science Charter School, Bronx, NY — High School Diploma [GPA: 4.76/5.0 (weighted)]

September 2018 - June 2022

RELEVANT COURSEWORK

- AP Calculus AB (2020-2021)
- AP United States History (2020-2021)
- AP English Literature (2021-2022)
- AP Government and Politics (2021-2022)
- AP Biology (2021-2022)

ADDITIONAL INFORMATION

- International Girls Academy, Virtual Program (July 2020)
- University for Justice and Liberation, Virtual Program (August - September 2020)
- Prismatic IGNITEx312, Virtual Program (July 2020)
- Community Anti-Drug Coalitions of America (CADCA) Youth Leadership Initiative Program, Virtual Program (July 2021)
- Girls Who Code (August 2021)
- Student Government (2020-2022)