

CHILD AND YOUTH CARE—RÉSUMÉ SAMPLE

Student Name

Address, City, Province, Country
 email@email.com
 555 – 555 - 5555

SUMMARY

- Third-year Bachelor of Child and Youth Care student committed to supporting children and families.
- Experienced instructing and supporting children age 3 to 10 both one-on-one and in groups.
- Skilled at group facilitation: balance group needs with individual participant needs, adapt quickly to challenges and ensure educational objectives are met.
- Worked collaboratively and with enthusiasm, demonstrated in practicum, paid work, and during university group projects.

EDUCATION**Bachelor of Child and Youth Care (CYC) - Currently 3rd Year**

University of Victoria, Victoria BC

20XX–present

- Have developed knowledge and skills in CYC practice on:
- Helping Skills – Lifespan Development – Families: Issues, Patterns and Processes – Applying Change Theory in Practice – Ethical Decision Making – CYC Practice in Indigenous Contexts.
- Completed a research study on community-based youth services in the Greater Victoria Region: connected with staff and management of over 9 community resources, collated data and presented findings in both report format and verbal presentation

PRACTICUM EXPERIENCE**Practicum Student**

Pre-School, City, Province

20XX–present

- Completed a 300-hour practicum at a pre-school, worked with children aged 3 to 5
- Was co-lead teacher for four weeks: implemented small group activities, changed materials every week to keep the children interested and engaged in new material
- Helped facilitate indoor and outdoor play, parent-teacher conferences and keeping the classroom clean
- Worked one-on-one with children facing emotional or developmental challenges. Supported children in an empathetic manner, used narrative-based inquiry, documented relevant information, and collaborated with both my practicum supervisor and children's parents

WORK EXPERIENCE**Barista**

Coffee Shop, City, Province

20XX–present (part-time)

- Demonstrate skills in communication, time management, and effective memory to ensure efficient, quality service
- Work efficiently in a very busy environment, often with lineups of customers
- Built friendly & professional relationships with regular customers; promote repeat business
- Adapt to personalities and needs of diverse customers
- Develop and maintain supportive working relationships with colleagues
- Consistently follow COVID protocols: sanitization, checking vaccine passports, and ensuring mask compliance

WORK EXPERIENCE, continued

Swim Instructor

Recreation Centre, City, Province

20XX–20XX

- Developed and taught swimming lessons to children age 4 to 10; individually and in groups of up to 5
- Used gentle coaxing and desensitization to support children in overcoming fear of water
- Facilitated age appropriate activities to promote development of new skills and coordination
- Checked-in with parents and guardians on learners' progress, challenges and successes. Diplomatically and effectively discussed any concerns

VOLUNTEER EXPERIENCE

Volunteer Tutor

Literacy Society, City, Province

20XX–20XX

- Assisted adults facing literacy challenges with the acquisition of reading and writing skills (3 hours each week for 17 months).

FURTHER TRAINING & CERTIFICATION

- Non-violent Crisis Intervention – Crisis Prevention Institute 20XX
- Mental Health, Substance Use & Medication – Health Unit 20XX
- Food Safe 20XX

REFERENCES

Reference Name, Manager

Preschool, City, Province

555-555-5555

email@email.com

Reference Name, Administrative Coordinator

Health Unit, City, Province

555-555-5555

email@email.com

Reference Name, Owner

Coffee Shop, City, Province

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