

Raina Dancer

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EDUCATION

Bachelor of Science in Dance 5/20xx
Certificate in Entrepreneurship GPA: 3.7/4.0
University of Wisconsin-Madison, Madison, WI

TEACHING EXPERIENCE

Dance Instructor, Studio L, Chicago, IL 6/20xx-8/20xx

- Taught intermediate jazz and choreography skills to 15 adolescents, culminating in student choreographed performance at summer recital
- Instructed 12 students in elementary ballet, focusing on proper posture and positions

Teacher, Performing Ourselves, Madison, WI 8/20xx-5/20xx

- Developed lessons on dance techniques and overall wellness to empower girls aged 7-12
- Encouraged girls to build confidence and connections with their peers through movement
- Assessed learning outcomes and experiences at the conclusion of the program

ADMINISTRATION EXPERIENCE

Event Assistant, Summer Dance Pre-Collegiate Invitational, Madison, WI 4/20xx-6/20xx

- Coordinated mailings to advertise exclusive summer intensive program to dance studios
- Managed database and created schedules for over 100 registrations
- Facilitated check-in and orientation for high school dance students and teachers
- Spoke to 40 prospective high school students about the UW-Madison dance program

Student Assistant, Office of the Chancellor, Madison, WI 8/20xx-7/20xx

- Scheduled appointments and researched background information for committee meetings
- Drafted efficient communication including reports, internal memos, and invitations for a variety of stakeholders

Membership Intern, Madison Children's Museum, Madison, WI 1/20xx-6/20xx

- Oversaw membership database and entered updated data as necessary
- Communicated with current and prospective members through emails and mailings
- Planned and advertised members-only events to increase member engagement and donations

ORGANIZATIONAL INVOLVEMENT

Secretary, Dance Department Student Organization, Madison, WI 9/20xx-5/20xx
Member, Optima Dance, Madison, WI 9/20xx-5/20xx
Member, The Mad Tappers, Madison, WI 8/20xx-5/20xx

HONORS AND AWARDS

Noel Hefty Scholarship 20xx
Dean's List (6/6 Semesters) 20xx-20xx