

Jane N. Doe

3418 Adams St ~ Tucson, Arizona 85355 ~ (555) 570-1212

Leadership and Extracurricular Activities

JROTC

- Kitty Hawk Air Society Commander (9th, 10th and 11th Grade)
- Executive Officer (11th Grade)

SCRAPBOOKING CLUB

- Active member (9th and 10th Grade)

STUDENT COUNCIL

- Active member (11th Grade), Secretary (11th Grade)

NATIONAL HONOR SOCIETY

- Active member (9th, 10th and 11th Grade)

TENNIS

- Varsity letter 9th, 10th, 11th Grade, Junior Varsity (10th Grade)
- Team Captain (10th and 11th Grade)

Awards and Accomplishments

LEADERSHIP CONFERENCES

- Girls State, Tucson, Arizona (11th Grade)
- National Youth Leadership Forum on Defense, Intelligence, and Diplomacy, Washington, DC (10th Grade)
- Kitty Hawk Air Society Worldwide Conference, Daytona Beach, Florida (9th and 10th Grade)

AWARDS

- Agua Fria School Board Award (9th and 10th Grade)
- American Legion Military Excellence Award (10th and 11th Grade)
- AIA Scholar Athlete Award (9th, 10th and 11th Grades)

HONORS

- Member of the National Honor Roll (9th, 10th and 11th Grades)
- Member of Who's Who Among American High School Students (10th and 11th Grade)

Community Activities

ADOPT-A-HIGHWAY . Responsible for picking up trash along I-10 West of Phoenix

HABITAT FOR HUMANITY . Assisted in building a home for those less fortunate

GOOD SHEPHERD RETIREMENT CENTER . Visit with elderly and sick, assist nurses with various activities

HOPE'S CLOSET . Volunteered time in a thrift store that benefits New Life Women's Shelter

ADOPT-A-FAMILY (Christmas) . Organized and was responsible for adopting one homeless family and providing them with a complete Christmas (gifts, meal, etc.)

BLOOD DRIVE . Coordinated and managed the entire United Blood Svcs Blood Drive for Agua Fria High School (2 years), assisted with preparations and recruitment of teachers and high school seniors. (3 years)

ALTAR GUILD (Church) . Prepare Communion and set up church for services

TUTORING VOLUNTEER . Tutored high school students in Math, English, Reading, and Spanish

RECREATION CENTER CAMP VOLUNTEER . Responsible for organizing and participating in activities with 40-60 children

Employment History

LITCHFIELD PARK RECREATION CENTER

Recreation Aide – May 1999 to Present

- Responsible for organizing and participating in Youth Sports Camps for children ages 5-12, including art, theater, sports, and outdoor activities

Cashier/Receptionist – May 2003 to Present

- Responsible for collecting money and passes for recreation activities, registering participants for classes, answering telephones, and providing quality customer service

DUKE PHOTOGRAPHY

Duke Ambassador – May 2004 to Present

- Modeling and advertising to promote Duke Photography