# EDUCATION

**FIRST AND LAST NAME**

New York, NY • Cell • E-mail

 linkedin.com/in/ • [wordpress.com](http://www.stephanieashleycaban.wordpress.com/)

State University of New York at New Paltz Expected Graduation Date: May 2019 **Bachelor of Arts in Communication Studies, Concentration: Interpersonal/Intercultural**

**Minor in Theatre Arts, Concentration: Performance**

**London Theatre Seminar** January 2017

# WORK EXPERIENCE

**SUNY New Paltz** August 2017 - Present

*Outreach Coordinator for Catholic Campus Ministry (Volunteer Position) New Paltz, NY*

* Serve as a lector or extraordinary minister for Student Masses
* Demonstrate communication skills at weekly meeting and as a public speaker at Catholic retreats
* Recruit members and collect donations for local charities through representing at campus events
* Fundraising for mission trip to Dominican Republic to build chapel and community center

**Rescuing Leftover Cuisine** June 2017 – August 2017

*Core Rescuer New York, NY*

* Collected leftover food from partner restaurants and delivered to homeless shelters
* Exhibited leadership skills when directing volunteers on the specific tasks of a mission
* Educated volunteers on topics related to food waste, hunger, and the organization

**Religions for Peace International: UN Church Center** June 2016 – August 2016

*Communications Intern New York, NY*

* Attended various conferences at the United Nations that advocated and educated individuals on the topics of youth in the workforce, sustainability of culture, and interfaith action
* Collaborate with supervisor on reviewing resumes and cover letters and coordinating/conducting interviews for potential interns who will replace current interns
* Write posts and articles for social media and newsletters on inter-religious dialogue

# ACHIEVEMENTS

 Alpha Psi Omega (National Co-ed Theatre Fraternity) – Pledge *February 2018*

 Certified Member of the Community Emergency Response Team *April 2017*

 Alpha Phi Omega Membership Academy – Participant *July 2016*

# COMMUNITY SERVICE / VOLUNTEER WORK

Alpha Phi Omega – Service Committee *April 2017 – May 2018*

* Assisted the Vice President of Service with the task of finding and coordinating service opportunities in the New Paltz area

Girls on the Run: Hudson Valley – Intern/Coach *January 2017 – June 2017*

* Advertised and promoted this body empowerment organization while coaching young girls in preparation for a 5K marathon through running and healthy self-esteem exercises

# SKILLS

Microsoft Word, Power Point, Excel, Social Media, Blogging, Acting