

# HANNAH HENDRICKS

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## SUMMARY OF QUALIFICATIONS

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- Over 3 years of experience developing curriculum and workshops for college students on leadership development, career development, and college readiness
- Experienced facilitator for institutes such as LeaderShape, AFLV's Service Immersion Trip The Journey, and the North-American Interfraternity Conference's IMPACT Institute
- Skilled career development professional with an emphasis on coaching and creating programming for freshmen and sophomore students
- Experienced in creating marketing plans and developing marketing materials using Canva and Adobe Creative Cloud

## EDUCATION

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**Master of Education in College University Student Personnel Administration** May 2015  
The University of Texas, Austin, TX

**Bachelor of Arts in English** May 2013  
Belmont University, Nashville, TN

## PROFESSIONAL EXPERIENCE

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**Career Consultant** April 2016 - Present  
Career Development Center, The University of Texas at Arlington

- Develops curriculum for freshmen and sophomore student retreats and workshops regarding career and major exploration
- Facilitates 5 to 10 workshops a month on job search strategies, interview skills, resume assistance, and career exploration for a campus student population of 38,000
- Conducts 1:1 career consultations with 18 students per week on job search strategies, interview preparation, and career exploration
- Creates curriculum and marketing materials for center events using Canva and Adobe Creative Suite

**Group Visit Coordinator** June 2015 – April 2016  
Office of Admissions, The University of Texas at Austin

- Trained over 60 tour guides to lead campus tours for K-12 visiting school groups
- Presented over 40 admissions and college readiness presentations for K-12 schools
- Evaluated 1000 prospective student applications for admission
- Coordinated campus visits for over 100 K-12 schools, serving over 6,000 visitors

**Leadership Program Graduate Assistant** August 2013 – May 2015  
McCombs School of Business, The University of Texas at Austin

- Developed curriculum for a 2-day, overnight retreat for over 100 freshmen students
- Created 10 leadership development events per academic year in accordance with the Social Change Model of Leadership Development for over 300 students
- Advised 100 students individually towards the completion of a leadership portfolio
- Managed a budget of over \$100,000.00

**First Year Experience Facilitator**

August 2014 – May 2015

McCombs School of Business &amp; College of Natural Sciences, The University of Texas at Arlington

- Developed classroom curriculum on academic success, mental health resources, and campus activities
- Supervised 2 undergraduate students serving as teaching assistants

**Sorority and Fraternity Life Graduate Intern**

May 2014 – September 2014

Dean of Students, The University of Texas at Arlington

- Developed an online and cell phone application guide for Panhellenic recruitment utilizing Guidebook
- Revised Panhellenic bylaws and constitution to NPC standard
- Facilitated the use of Interactive Collegiate Solutions (ICS) for web-based recruitment selections
- Implemented formal Panhellenic recruitment for over 1,000 potential new sorority members

**FACILITATION EXPERIENCE**

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**Co-Lead Facilitator**

January 2017

Association of Fraternal Leadership and Values Service Immersion Trip, Alpha Gamma Delta

- Led a group of 14 Alpha Gamma Delta collegians on a service immersion trip to New Orleans
- Facilitated curriculum covering social justice, inequality, and servant leadership
- Managed on-site logistics, including participant travel, dining, and schedules

**Group Facilitator**

January 2016

North- American Interfraternity Conference IMPACT Institute, The University of Texas at Austin

- Advised 10 fraternity and sorority members individually on goal and vision planning
- Facilitated group processing activities for topics relevant to the sorority and fraternity experience

**Cluster Facilitator**

January 2014

LeaderShape, The University of Texas at Austin's McCombs School of Business

- Facilitated leadership development activities and group processing activities for 60 students
- Led curriculum for a group of 10 students on vision planning

**VOLUNTEER CAMPUS & COMMUNITY INVOLVEMENT**

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**Academic Coach**

January 2015 – January 2016

College of Natural Sciences, The University of Texas at Austin

- Coached 2 students each semester towards academic and personal success during college
- Led weekly meetings with each student to talk about academic and college concerns

**New Student Services Co-Director**

May 2014 – May 2015

Higher Education Student Professional Association

- Coordinated prospective students' preview and interview days for 45 incoming Program in Higher Education Leadership (PHEL) graduate students
- Created and implemented a new student fall orientation day for 23 incoming PHEL cohort members

**PROFESSIONAL DEVELOPMENT & MEMBERSHIP**

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**Alpha Gamma Delta**, Alumna of Theta Tau Chapter at Belmont University**National Association of Student Personnel Administrators**

New Professionals and Graduate Students Professional Development &amp; Advancement Committee Member

**Metroplex Area Consortium of Career Centers**, Member