

Description of Experiences

Professional Growth Portfolio

Below is a sample description of work experiences of physical education students. It is designed to give you a suggested format and some ideas for the types of work experiences that you would want list when beginning to assemble a resume'.

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DESCRIPTION OF WORK EXPERIENCES

- May '03-July '03** **Panthertown Valley Elementary School Summer Camp,**
Panthertown, NC
Camp Counselor
Responsibilities included: supervising children in kindergarten through grade six, scheduling and coordinating field trips, administering and developing activities for all children.
- May '02-Aug. '02** **Non Denominational Church Summer Camp,**
Smoky Mountain, NC
Camp Counselor
Responsibilities included: working on a team of counselors to plan and coordinate activities conducive to the mission of the church. Activities included field trips, educational stations, and games and sports.
- Aug. '01 to present** **Cullowhee College Intramural Department,** Cullowhee, NC
Intramural Supervisor
Responsibilities include: supervision of a variety of intramural sports, field management, mediation of problems during game operations, direction and communication with staff members regarding work assignments and conflicts.
Staff Member
Responsibilities included: intramural sports officiating and score keeping. Recognized as the Intramural Most Valuable Official and also as the Outstanding Official for softball, basketball, and flag football.
- May '01-Aug. '01** **Total Fitness, Inc.,** Jackson, NC
Recreation Facility Supervisor
Responsibilities included: supervision of recreation and fitness facility serving 450 individual per day. Facility included a fitness room, indoor golf stations, four pools, four hot tubs, two saunas, an aerobic dance room, locker rooms and a nursery. Managed incoming money, member fitness programs, and any daily conflicts.