

Kailey Jones

Enthusiastic student with experience in customer service, team collaboration, and safety; skilled in managing responsibilities, providing exceptional service, and training staff and pursuing an Art Education degree at VCU, with a strong background in art education, food handling, and leadership.

(757) 650-5550

kaileyjones.art@gmail.com

kaileyjones.art

EXPERIENCE

Chesterfield County Public Schools, Chesterfield, VA — Substitute Teacher

OCTOBER 2024 - PRESENT

Educate students, manage behavior, and create bonds with students to promote a productive and meaningful learning environment.

Jersey Mikes, Chesterfield, VA — Shift Lead, Team Member, Grill Cook, and Trainer

OCTOBER 2022 - PRESENT

Provided excellent customer service while preparing and serving food. Trained new crew members on food handling and service standards.

VCU Human Resources, Richmond, VA — Digital Production Intern

AUGUST 2024 - MAY 2025

Create engaging and appealing graphics, documents, webpages, and other digital projects, using tools like Canva, Adobe Creative Cloud, and more to promote HR communications and university initiatives.

Swim Club Management Group, Richmond, VA — Lifeguard

APRIL 2022 - SEPTEMBER 2023

Ensured safety of swimmers by monitoring the pool and surrounding area while enforcing safety rules. Responded promptly to emergencies and provided first aid as needed.

EDUCATION

Virginia Commonwealth University, Richmond, VA — B.F.A. in Art Education

FALL 2024 - PRESENT

Cosby High School, Midlothian, VA — Advanced Studies Diploma

GRADUATED MAY 2024

SKILLS

- Leadership & Team Collaboration
- Customer Service & Engagement
- Digital Production: Canva, Adobe Creative Cloud
- Classroom & Student Management
- Problem-Solving & Communication
- Food Safety & Handling

INVOLVEMENT & LEADERSHIP

- **Alpha Omicron Pi (ΑΟΠ), Member:** Leadership development, philanthropy, and community-building.
- **National Art Education Association (NAEA), Member:** Professional development, networking, and enhancing art education knowledge.
- **Volunteer Art Teacher Assistant:** Assisted with lesson planning and classroom activities to support young artists.
- **Lead Mural Artist & Project Coordinator:** Designed and led the completion of two large-scale mural projects.
- **Marching Band Drumline & Percussion Section Leader:** Led rehearsals, coordinated performances, and mentored younger members.

