

Kendall Minuteman

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EDUCATION

University of Massachusetts Amherst | Amherst, MA
Bachelor of Science in Nutrition

May 20xx

- Nutrition and Health Sciences track; GPA: 3.54

Syracuse University - International Healthcare Systems Study Abroad | Syracuse, NY
Comparative Health Policy Program, Kenya, India, Thailand

January 20xx

NUTRITION EXPERIENCE

Western Massachusetts Food Bank | Hatfield, MA
Food Security Specialist

July - August 20xx

- Initiated contact with and interviewed 5 non-native English-speaking patrons about food security experiences for The Hunger Study
- Followed up with informants in-person, recorded results, analyzed data, presented findings to supervisor and 12 staff utilizing Microsoft Excel and PowerPoint
- Observed key informant interview protocols by using best practices and ethical standards

Health Promotions Department, UMass Amherst | Amherst, MA
Health Educator Intern

January - May 20xx

- Initiate and instruct classes of 10-15 people that emphasize healthy habits such as nutrition, exercise, and food preparation methods
- Develop educational nutrition flyers via Canva, focusing on diabetes, alcohol/substance abuse for adults and teens ages 13-18
- Help type I and II diabetes mellitus clients learn to plan meals and start exercise programs
- Utilize nonjudgmental direct communication skills to teach 20+ patients to use exercise equipment correctly

LEADERSHIP & ACTIVITIES EXPERIENCE

UMass Amherst Nutrition Association (UMNA) | Amherst, MA
President

October 20xx - Present

- Lead 30% increase in club membership in one semester by speaking to 5 nutrition classes about benefits of UMNA membership
- Organize guest speakers, fundraisers, tabling events to promote nutrition issues to student population

UMass Amherst Department of Nutrition | Amherst, MA
Teaching Assistant

September 20xx - Present

- Provide attentive individual assistance to students, clarifying course content, answering questions, and supporting comprehension of nutrition-related topics
- Conduct engaging discussion sessions for 15 students on nutritional properties of food
- Design informative learning materials, posted to course website via Canvas

UMass Amherst School of Public Health & Health Sciences | Amherst, MA
Career Ambassador Peer Advisor

August 20xx - Present

- Deliver resume, cover letter, and personal statement guidance to peers in person, virtually on Zoom, and via email in a courteous manner
- Introduce students to materials and resources available for career exploration including self-assessment inventories, occupational research tools, labor market information, and experiential learning opportunities
- Demonstrate how to navigate university-wide internships and jobs database, Handshake

SKILLS & CERTIFICATIONS

Languages: Fluent in Portuguese, Spanish, and English

Computer: Proficient in Microsoft Office and Google Suites, Instagram, Canva, Apple iMovie

Certifications: Lifeguard, American Red Cross First Aid/CPR/AED certified (expires June 20xx)