

Mary Helper

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Current Address
200 Main Street
Florence, AL 36530

Permanent Address
123 Anywhere Avenue
Atlanta, GA 55555

Education

Bachelor of Social Work, May 20xx
University of North Alabama, Florence, AL
GPA: 3.8/4.0

Associate in Applied Science, December 20xx
Northwest Shoals Community College, Muscle Shoals, AL
GPA: 4.0/4.0

Experience

Student Intern, January 20xx-Present
Make Believe Hospital, Florence, AL

- Serve as family service assistant, conducting assessments and making referrals
- Co-facilitate development of parent/teen support groups
- Refer patients to community resources during prenatal and postpartum stages

Discharge Planning Assistant, May 20xx-August 20xx
Pretend Medical Center, Atlanta, GA

- Organized resource packets for hospital pregnancy clinic
- Updated and maintained filing system to improve follow-up rate
- Provided office support for eight full-time employees

Volunteer, Peer Contacts Program, January 20xx-August 20xx
Not Real Clinic, Birmingham, AL

- Compiled and organized resource information for young mothers
- Coordinated monthly educational programs
- Served as mentor to parents, providing support and information

Professional Association

National Association of Social Workers (NASW) Student Chapter
ABC Human Services Council

Honors/ Activities

Gamma Beta Phi Honor Society
Alpha Delta Pi, Standards Committee, 20xx-Present
Meals on Wheels, Volunteer, 20xx-20xx