

Grace Reilly

Philadelphia, PA | greilly39@yahoo.com | 215.764.9909 | www.linkedin.com/in/gracereilly

WORK EXPERIENCE

AmeriCorps Member

Philadelphia, PA

City Year Philadelphia

August 2017—Present

- Provided support in a 6th grade classroom at an under-resourced public school in Philadelphia
- Created and implemented 6th grade tutoring sessions in Literacy and Math to 9 unique students who were off-track with grades and demonstrated need in these skills
- Mentored and coached 8 unique students in attendance and behavioral skills
- Collaborated with teammate to lead Art club after school, seeing a daily attendance of around 10 students
- Acted as Literacy Coordinator, supporting teammates with literacy tutoring as well putting together whole-school initiatives to boost literacy skills among students, including book drives and a student-created literary magazine

Student Caller

Philadelphia, PA

Ruffalo Noel Levitz

March 2016—July 2017

- Contacted new and prospective students on behalf of Temple University and gathered information for the Office of Admissions regarding applications and interest
- Worked in a call center environment with a team of 16 callers with diverse interests and backgrounds to provide the most accurate information to new and prospective students and be a representative for Temple University

Student Fundraiser

Philadelphia, PA

Ruffalo Noel Levitz

October 2015—March 2016

- Contacted Temple University alumni, faculty, parents, and friends to fundraise for the university
- Worked in a call center environment with a team of 30 callers to provide funds for scholarships, technology upgrades, campus enhancements, resources for students and staff, and other areas of need at Temple University
- Personally secured over \$22,000 for the university during the 2015-2016 fiscal year

INTERNSHIP & VOLUNTEER EXPERIENCE

Program Intern

Philadelphia, PA

Girls Inc. of Greater Philadelphia and New Jersey

January 2017—May 2017

- Planned and implemented twice-weekly literacy enrichment classes for approximately 40 young girls ranging in age from Kindergarten to 3rd grade in an elementary school in Philadelphia
- Facilitated biweekly leadership program for high school students, growing their skills in leadership, advocacy, service, and professional development

Generation Citizen at Pace University

New York, NY

Democracy Coach

October 2013—April 2014

- Facilitated twice-weekly, semester-long civics class, educating high school students in civic engagement and the structure of government for a 10th grade class in Manhattan and a 12th grade class in Brooklyn
- Developed and implemented lesson plans for each class, collaborating with co-Democracy coach
- Mentored students in choosing a community issue and deciding a course of action to address this issue, while preparing them to present the results of their civics projects during the bi-annual Civics Day in New York City, resulting in one class receiving a Grassroots Change award

EDUCATION

Temple University, College of Liberal Arts

Philadelphia, PA

Bachelor of Arts, Psychology

Graduated - May 2017

Minor, Religion