

Alyssa Roehrich

Profile

- 5th year Recreation and Health Education Major
 - Adapts well to new situations, able to learn new tasks quickly
 - Dedication and hard work demonstrated through rowing competitively
 - Detailed-oriented worker with administrative experience working in a Parks and Recreation Department
 - Class 5 license, First Aid and CPRC Certified
-

Experience

Health and Wellness Specialist

May 2018- August 2018

WorkLink Employment Society

- Researched and promoted comprehensive health and wellness programs
- Assisted management in planning, controlling and maintaining a healthy work environment
- Developed and delivered educational workshops and seminars related to health and wellness to staff
- Collected and aggregate data/information in order to identify health and wellness trends or issues in the workplace

Program Leader

January 2018- April 2018

Oaklands Community Centre, Victoria BC

- Researched and implemented new and innovative program ideas
- Built children's social and interpersonal skills and self-esteem by establishing routines and positive guidance that allow children to feel secure, comfortable and safe
- Facilitated positive and professional parent/staff relations

Park and Recreation Assistant Coordinator

May 2017-September 2017

Bernards Township Parks and Recreation Office, New Jersey

- Worked as assistant to the town's assistant director and program manager to support multiple activities during the busy summer period
- Served as supervisor to a group of counselor's in training including performing evaluations, weekly check-ins and managing records
- Developed and organized activities for six weeks of summer camp
- Worked independently on multiple projects and learned to adapt quickly

Carriage Driver

Victoria Carriage Tours, Victoria BC

July 2014-September 2015

- Demonstrated endurance working shifts up to 13 hours days
- Multitasked between driving horses and giving guided tours
- Adapted to personalities and needs of diverse customers around the world
- Demonstrated skills in time management, effective memory, and communication to ensure efficient quality service in a very busy environment

Front End Associate

Costco, Langford BC

July 2013-September 2013

- Actively processed transactions in a busy environment
- Experience dealing with irate and frustrated customers
- Required problem solving skills and de-escalation techniques

Assistant Manager

Heart Farm Tewksbury, New Jersey

May 2012-August 2012

- Responsible for managing farm when manager was away at competitions
- Delegated tasks to staff

Assistant

Mill Stone Farm LLC. Asbury, New Jersey

September 2007-August

2011

- Assessed individual needs of clients and staff through daily communication

Volunteer

KidSport Greater Victoria

Administrative Assistant

Victoria, British Columbia

January 2018-Present

Eaton Arrowsmith School

Lunch and park supervisor

Victoria, British Columbia

March 2015-September 2016

Education

Under Graduate: Recreation and Health Education 4th year

University of Victoria

2011-2014 and 2016-Present

Victoria, British Columbia, Canada

- Interdisciplinary program that prepares one to enter the fields of recreation, wellness and health promotion, leadership and administration including courses in, Program Planning, Leadership Skills, and Recreation Management

Eaton Arrowsmith School

2014-2016

Victoria, British Columbia, Canada

Extra Curricular

Varsity Rowing

2012-2016

- Committed approximately 35 hours per week training, travel and competing with simultaneously maintaining full course load

References

****Available upon request**