

Marcela Smith

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OBJECTIVE

To obtain a position working with the community to utilize listening skills, compassionate nature and degree in sociology to engage individuals and foster social change

SKILLS

- Strong relationship building
- Sympathetic and empathetic personality
- Finds solutions to problems in a kind, understanding and helpful manner
- Attention to detail
- Bilingual English and Spanish, at an academic and professional level
- MS Office Suite/Windows or Mac Proficient

EDUCATION

Bachelor's Degree in Sociology – California State University, East Bay – Spring 2016

A.S. Associate of Science Degree in Social Behavior – CCSF May 2014

A.A. Secondary Associate of Arts Degree – CCSF May 2014

EXPERIENCE

Ecole Bilingue de Berkeley –December 2018- Ongoing

Substitute and temporary kids supervisor

Adventure Time- December 2018- April 2019

Art teacher and Staff

Mallison and Martinez Attorneys at Law (Serving Latino Community) – June 2017- August 2018

Program Assistant; Data collection, case research, discovery, organization and maintenance of project files and databases for class action cases.

Girls INC. – February 2015- Summer 2015

Program Facilitator; Planned curriculum and organized classes for girls ages 6-12