

Sarah Wengroff

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EDUCATION

Clark University

Majors: Community, Youth, and Education Studies; Womens and Gender Studies
Dean's List: Spring 2022, Fall 2022, Spring 2023, Fall 2023, Spring 2024

Expected Graduation, 2025
Worcester, MA

EMPLOYMENT

Clark University Psychology Department
Undergraduate Office Assistant

January 2023 - Present
Worcester, MA

- Handle general office work: research, library duties, copying, printing, and other tasks as assigned
- Respond to student and faculty inquiries

Habonim Dror Camp Tavor

Programming and Education Coordinator

Three Rivers, MI
January-August 2024

- Served as one of a team of four with overall management and oversight of the camp experience for 120 unique campers over the course of the summer
- As part of senior camp management team, honed leadership skills and competencies
- Interviewed candidates and collaborated with colleagues to finalize hiring decisions
- Researched various educational methods to effectively design impactful summer curriculum for campers ages 8-17
- Worked with unit heads and counselors to create and facilitate engaging and enjoyable educational programming for campers

Unit Head

June-August, 2023

- Oversaw 30 campers (ages 11-12) and 7 staff members
- Planned and facilitated age appropriate programming about various social justice issues
- Participated in daily meetings with senior staff regarding campers physical and mental well-being

Counselor

June-August, 2021 and 2022

- Responsible for 24/7 oversight of groups of 7-9 campers, ages 13-15
- Communicated with parents on as-needed basis
- Collaborated with entire staff to develop programming and lead activities

The Ark

June-August, 2020

Chicago based social service agency providing assistance to the Jewish community at or below the poverty level

Intern

- Coordinated food pantry inventory and maintained adequate stock of food and supplies
- Ensured adherence to best practices for COVID-19 compliance and disseminated information to clients, based on independent research
- Facilitated annual "Backpack Project" initiative to purchase and assemble school supplies for up to 100 children, ages 5-18

UNDERGRADUATE ACTIVITIES

Student Activities Board (SAB)

Membership Coordinator

May 2023 - Present

- Plan and facilitate events for members of the Student Activities Club
- Attend bi-weekly Executive Board meetings
- Participate in managing and allocating \$20,000 budget

SKILLS

- Microsoft Suite (Word, Excel, PowerPoint, etc.)
- Graphic Design
- Proficient in Hebrew