

Laura Dekontee Freeman

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KEY SKILLS & PROFICIENCY

- Outstanding Customer Service
- Strong verbal and personal communication skills
- Publicizing events through social media
- Critical thinking, decision-making and problem solving skills
- Planning and organizing events
- Active on social media
- Developing sustainable programs

ACADEMIC

George Mason University

Degree: BS Community Health, Minor in Communication

Expected Date of Graduation: Spring 2016

EMPLOYMENT

Leadership Education and Development Office: Lead Consultant

(Aug 2014- Present)

- Serving George Mason University Students by empowering and inspiring them to lead with integrity and passion.
- Publicizing and events and workshops through social media outlets.
- Commitment to taking initiative and utilizing creative thinking skills to coordinate programs, and considered multiple issues and needs in the community.
- Relating to people from diverse backgrounds.
- Providing strong work ethic and exceptional professionalism in the workplace.

Mason LIFE Support Staff

(Sept 2014 – Present)

- Commitment to working with students with special needs and learning disabilities ranging from Autism to Down syndrome.
- Respond to seizures that students may have by using proper protocol.
- Create and implement safety and behavioral plans.
- Respond to accidents within the residential housing.

Office of Orientation and Family Programs and Services: Office Specialist

(Jan 2014-Aug 2014)

- Provided main reception and office support, clerical and administrative duties.
- Assisted with the preparation of mass mailings, program confirmation correspondence and reservation processing.

Patriot Activities Council: Director of Co-Sponsorship

(Aug 2013-May 2014)

- Communicated with on campus organizations to co-sponsor events that benefited the Mason community.
- Worked with a team of leaders to create and promote sober events for on and off campus students.

Office of Orientation and Family Programs and Services: Patriot Leader

(Feb 2013 – Oct 2013)

- Received specialized to successfully transition new students and families into the Mason community, in addition gaining life skills and teamwork skills.

VOLUNTEER/COMMUNITY SERVICE

Martin Luther King Day of Service

- Volunteered with children who suffer the effects of poverty in the Fairfax area.

(Spring 2015)

LeadersShape Onsite Coordinator

(Summer 2014)

- Organized logistics for LeaderShape program for 60 students and 12 faculty and staff for one week.

The Big Event

(Spring 2013)

- Volunteered at Sunrise Nursing Home as a part of a community based initiative put on by Student Government.

LEADERSHIP Experience

Chairwoman for the Mr. and Miss Black GMU Pageant

(Spring 2015)

- Coordinator of a scholarship pageant for students who were interested in serving as role models to the incoming freshman within the Black/African Heritage community.

George Mason University Senator of the 34th Senate

(Spring 2014)

- Representative of the student body on matters of that pertain to making the Mason Community more inclusivity and accessibility for students within the Mason community.