

Elizabeth@dahlbergclan.com

714-244-7176

Yucca Valley, CA 92284

Skills

- Work Planning and Prioritization
- Problem-Solving
- Team Building

Education And Training

Expected in 05/2026

Education

University Of Redlands

Redlands, CA

06/2022

High School Diploma:

Yucca Valley High School

Yucca Valley, CA

- Greenleaf Scholarship Finalist Recipient
- Elks Lodge Most Valuable Student Scholarship Recipient
- Walter Clark Legal Group Civics Achievement Scholarship Recipient
- AVID Scholarship Recipient
- Walter Clark Legal Group Public Service Scholarship
- 3.8 GPA
- Member of National Honor Society, 2019-2022
- Participated in Yucca Valley Youth Commission, 2019-2022
- Participated in Hugh O'Brian Youth Leadership, 2019

Elizabeth Dahlberg

Summary

Currently a college student attending University of Redlands to become an Elementary School Teacher. Aiming to earn masters degree along with multiple subject and special education credential. Works as a Jaspers Corner Director for a free tutoring service for students at University of Redlands. Set up schedules between students and tutors. Contact parents to create schedules. Tutor students. Organize curriculum and materials. Provide support for volunteers and others.

Experience

University Of Redlands Official - Jaspers Corner Assistant Director

Redlands, CA

01/2023 - Current

- Handled incoming and outgoing mail, email and faxes.
- Managed schedules by completing work accurately and on time.
- Monitored student progress and assisted students and teachers with resolving problems.
- Recruited, trained and evaluated staff and recommended personnel actions for programs and services.

Parents Of Children - Tutor

Yucca Valley, CA

12/2021 - Current

- Helped students review and understand previous lessons to make connection with new lesson.
- Worked closely with students to help develop math and essay writing skills.
- Designed comfortable tutoring environment conducive to learning.
- Created and implemented individual lesson plans based on student learning styles.

Parents Of Children - Babysitter

Yucca Valley, CA

06/2021 - Current

- Responsibly watched children while parents were out.
- Monitored children's safety and well-being to prevent accidents and falls.
- Enforced rules to teach good manners and maintain safe environment.
- Helped complete homework, school projects and chores.
- Communicated with children's parents or guardians about daily activities, behaviors and related issues.

University Of Redlands Official - Facility Monitor

Redlands, CA

09/2022 - 12/2023

- Followed regulations and facility rules.
- Monitored group safety and quickly intervened to end unsafe behaviors.
- Welcomed, greeted and interacted with members and guests and verified proper equipment operation.

Activities And Honors

- Yucca Valley Youth Commission Chair- 2021-22
- AVID Club President- 2019

COMMUNITY ACTIVITIES:

- Yucca Valley Youth Commission- Young individuals represent our community through activities and acts of service. Participated from 2019 to 2022.
- Hugh O'Brian Youth Leadership (HOBY) State and World Seminars- High schoolers are offered the chance to explore their leadership skills and how they are able to impact their communities. Participated during 2019 as a new ambassador.
- Volunteered as HOBY Junior Staff member-served as role model for Ambassadors and helped provide support for seminars.
- Participated in 2021 American Legion Auxiliary California Girls State- A program for young girls to increase awareness and knowledge of governmental processes while learning about the duties, privileges, rights, and responsibilities of citizenship.
- Participated in 2021 Boy Scouts of America (BSA)- A program to prepare young people to make ethical and moral choices over their lifetimes.
- Participated in 2019 through 2020 Girls Everywhere Meeting the Savior (GEMS)- a club-style mentoring ministry for girls.
- Participated in 2019 through 2020 Jaspers Corner Volunteer- A program that offers free homework assistance and tutoring for students in elementary through high school. Participated in 2022 through present.

Interests

- Junior Varsity Softball team- Participated in 2019
- National Honors Society (NHS)- Participated in 2019 through 2022
- Key Club- Participated in 2018 Drama Club- Participated in 2018

Additional Information

- Certificate of Academic Excellence- Earned in 2018
- Cornerstone Award- Earned in 2018
- Honor Roll 4.0- Earned in 2018