

Anna E. Coale

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EDUCATION

Gettysburg College: Gettysburg, PA Anticipated Graduation May 2023
Bachelor of Arts
Major: Sociology with a concentration in Education
Minor: Anthropology
Teaching Certification: Anticipated completion December 2023

RELATED EXPERIENCE

RAM Field Hockey, Littlestown, PA November 2020-June 2022
Coach

- Coached U-14 and U-16 field hockey players
- Worked with other coaches in practice and games
- Prepared practice plans
- Prepared game plays
- Prepared rosters
- Mentored young players
- Indoor and outdoor coaching
- Traveled to tournaments

Adams County Arts Council, Gettysburg, PA May 2021-October 2021
Summer Camp Coordinator

- Contacting parents
- Contacting and coordinating with summer camp instructors
- Creating social media posts for summer camps
- Organizing class materials
- Setting up summer camp rooms
- Creating summer camp decorations
- Creating summer camp awards
- Organizing awards ceremony
- Assisting camp instructors with lessons
- Aiding with parents questions and needs

America Reads, Gettysburg, PA September 2019-March 2020
Tutor

- Assisting first and second grade teachers with classroom activities
- Leading group discussions
- Keeping students on task
- Assisting with test taking
- Assisting students with class work

Franklin Township Elementary School, Gettysburg, PA January 2019-May 2019
Intern

- Assisting kindergarten through third grade teachers with classroom activities
- Leading group discussions
- Keeping students on task
- Assisting with test taking
- Assisting students with class work
- Assisting with Character building activities

ADDITIONAL WORK EXPERIENCE

Vieux Carre Farms, Gettysburg, PA October 2021-Present
Farm Hand

- Create employee schedule
- Communicate information to farm manager and owners
- Direct employees daily work
- Assist at yearling sales
- Organize sale materials
- Assist in breeding and pregnancy check of mares
- Deliver foals
- Give medical attention to foals, yearlings, and mares
- Prepare space for incoming foal, yearling, and mare quarantine
- Give vaccinations
- Moving mares and yearlings
- Halter and blanket break yearlings
- Fix fences
- Bathe and groom yearlings and mares
- Feed
- Clean stalls

Gettysburg College, Gettysburg, PA October 2019 - Present
Athletics Office Desk Assistant

- Customer service
- Directing prospective and current students to meet with coaches
- Assisting with athletic events
- Directing phone calls
- Sorting mail

Adams County Arts Council, Gettysburg, PA June 2020-October 2021
Office Assistant

- Customer service
- Hosting Zoom classes
- Assisting with in house events
- Organizing class materials
- Directing phone calls

Gettysburg College, Gettysburg, PA May 2020- August 2020
Conference and Event Staffer

- Packing student's rooms during COVID-19
- Providing signage around campus for the upcoming school year
- Resetting campus dorms for the upcoming school year

James Gettys Hotel, Gettysburg, PA May 2014-August 2019
Housekeeper

- Cleaning rooms in a timely manner
- Talking to and serving customers needs
- Laundry
- Preparing meals

LEADERSHIP AND ACTIVITIES

Swift Run Children's Ministry October 2022-Present
Volunteer at the children's ministry at Swift Run Church to aid with events and programs for the children.

Gettysburg Garthwait Leadership Certificate September 2020-May 2021
Gettysburg, PA
Participated in a seven-month course to receive Garthwait Leadership Certificate.

Gettysburg College Field Hockey May 2019-June 2021
Recruited Varsity field hockey forward/mid-field

El Centro Tutoring January 2020-April 2020
Helped to tutor local school students with their homework, as well as playing games. It also provided an opportunity to improve upon confidence and skills in both English and Spanish language.