

Thanya Arvie

Youth Coordinator

✉ thanya.arvie@gmail.com
☎ (645) 548-0662
📍 3445 Home Street, Billings, MT 59101

Education

High School Diploma at Big Sky High School, MT

Sep 2015 - May 2019

I've learned how to study for and take tests, how to do research, and how to write papers.

Links

[linkedin.com/in/thanyaarvie](https://www.linkedin.com/in/thanyaarvie)

Skills

Communication

Organization

Planning

Time Management

Budgeting

Event Coordination

Fundraising

Languages

English

Italian

Hobbies

Organizing community service events

Coaching a youth sports team

Leading a youth group

Profile

I have over three years of experience working as a youth coordinator. In this role, I was responsible for overseeing the daily operations of the program and ensuring that all activities were carried out safely and effectively. I also developed and implemented various educational and recreational programs for the participants. My work has helped me gain a deep understanding of how to manage a successful youth program.

Employment History

Youth Coordinator at Boys & Girls Club of Great Falls, MT

May 2022 - Present

- Increased youth participation by X%.
- Developed new programming that XYZ.
- Trained X number of staff in program delivery.
- Wrote successful grant proposals totaling \$X in funding.
- Evaluated programs using data from pre/post surveys with XX% satisfaction rate.

Assistant Youth Coordinator at YMCA of Great Falls, MT

Aug 2019 - Apr 2022

- Successfully implemented a new after-school program that served 50% more youth than the previous year.
- Led weekly team meetings and provided ongoing coaching and feedback to staff members.
- Wrote proposals that secured \$10,000 in funding for two new programs.
- Monitored program budgets and ensured all expenditures were within budget guidelines.
- Trained five new employees on program policies and procedures.

Certificates

Certified Youth Coordinator (CYC)

Jan 2021

Certified Juvenile Justice Specialist (CJJS)

Sep 2019

Memberships

National Association of Secondary School Principals (NASSP)

National Association for the Education of Young Children (NAEYC)