

Roxanna Ambriz

5453 Holland St Oakland CA. 94601

510-379-6732

rambriz1994@gmail.com

PROFILE

I am dedicated, hardworking, reliable, and fun-loving, with a strong willingness to learn and embrace new experiences. I possess patience and am eager to support others, fostering teamwork to bring out their smiles. Open to new ideas and challenges, I thrive in social settings and connect well with everyone.

EXPERIENCE

After School Program Coordinator, EBAC —

Oakland Ca, — Sept 2023 - Nov 2024

Manage day-to-day operations of afterschool program including program planning, program safety, coordination of student behavior and incentive programs and coordination of program events. Responsible for student recruitment, enrollment and attendance. Manage partnerships with stakeholders, including families, through regular communication and meetings. Ensure the program is working in partnership with the school site and district.

Summer Coordinator, Summer Program, EBAC —

Oakland Ca, — June 2024- July 2024

Oversee the daily operations of the summer program, which includes planning, ensuring safety, managing student behavior and incentive initiatives, and coordinating events. Responsible for student recruitment, enrollment, and attendance management. Maintain communication and regular meetings with stakeholders, including families, while ensuring alignment with the school site and district objectives.

On-Call Afterschool Instructor, EBAC —

Oakland Ca, — August 2022 - Sept 2023

At Ebac as an after school instructor, I am dedicated to my students, my team and my organization. I always walk in with a smile on my face and give a positive attitude and welcome to everyone. Provide academic support along with enrichment activities, such as arts & crafts, cooking, gardening and music to enhance students' social and emotional competence.

Summer Camp Operations Coordinator, Summer Camp EFC—

Oakland Ca, — July 2022 - July 2023

As a Summer Operations Coordinator (O.C.) is responsible for the overall systems and structures that make camp run smoothly for students and staff.. My duties include managing food and attendance systems, managing parent communication (field trips, student illness, etc.), and overseeing lunch and recess, and managing field trip forms.

Paraprofessional, Achieve Academy Education For Change —

Oakland Ca — July 2019 - June 2023

At Achieve as a Paraprofessional we provide a positive and nurturing guide for students and attend to their physical, personal, academic, and emotional needs.

VOLUNTEER

Recreational Therapy Intern, Baywood Court Retirement Community, Castro Valley, CA — 2017-2018

At Baywood I conducted assessments for Matrix and Section F, completed documentation; treatment goals and SOAP notes, created/facilitated and implemented interventions and special events for high and low functioning elders. Leader, Homies.

Homies Empowerment/Adelante Oakland CA — 2012 - Present

Homies Empowerment is a youth development organization for trauma impacted youth in Oakland, CA. A program that can help youth at risk around the community. Adelante gave me the opportunity to attend and present at Harvard University about Leaders in training.

EDUCATION

California State University of Chico, Chico, C.A. —
Bachelor of Science, Recreational Therapy, 2017

SKILLS

Education and Training Leadership, Facilitating classes, Managing time Socializing, Creative, Open Minded, Public Speaking, Event Planner, Patience, CareTaker, Team Worker

REFERENCES

Gabriela Perez, After School Program Coordinator, Ebac, 619-252-6018

Tania Martinez 323-690-5622, tania.hughes@ousd.org

Marcel Nelson 510-253-7668 marcel.nelson@ousd.org