

Jasmine Ortega

Assistant Group Leader

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SUMMARY Assistant Group Leader with 2 years in after-school and summer day camp programs for groups of up to 24 children ages 5-12. Shares activity planning and homework help, handles attendance tracking and incident reporting, and can work independently when the group leader is off site. Holds current CPR and First Aid certification and a valid driver's license.

EDUCATION **Associate of Arts** 05/2026
American River College Sacramento, CA
Child and Adolescent Development

EXPERIENCE **Assistant Group Leader** 09/2025 - Present
Riverbend Youth Center Sacramento, CA
After-school and summer day camp program serving 140 children at two elementary school sites.

- Lead group supervision for 22 second and third graders from school pickup through 6:00 p.m. parent sign-out.
- Run a 45-minute homework help block each afternoon, raising completed assignments from 60% to 85% of the group.
- Build 8 arts, science and outdoor game sessions a month with the group leader on a \$150 supply budget.
- Complete attendance tracking at check-in and check-out, with zero unsigned releases in 13 months.

Camp Counselor 06/2024 - 08/2025
Lakeside Summer Day Camp Folsom, CA
Seasonal counselor for two summers at a 10-week day camp for 180 campers ages 6-11.

- Guided a group of 12 campers through swimming, archery and craft rotations across two 10-week seasons.
- Settled camper disputes with conflict resolution steps from staff training, drawing only 2 parent complaints all summer.
- Applied the camp's behavior management plan with a points chart that the director later adopted for 6 groups.
- Counted campers at every transition and at the bus line for 140 daily riders, reporting gaps to the site lead.

SKILLS Group Supervision • Activity Planning • Homework Help • Attendance Tracking
Incident Reporting • Behavior Management • Conflict Resolution • CPR and First Aid
Work Independently • Verbal and Written Communication

CERTIFICATES **Adult and Pediatric First Aid/CPR/AED**
American Red Cross
08/2025