

Jordan Pruitt

RECREATION LEADER

📍 Sacramento, CA
📞 (916) 555-0164
✉ jordan.pruitt@email.com
🌐 linkedin.com/in/jordanpruitt

Certificates

Adult and Pediatric First Aid/CPR/AED
American Red Cross
05/2024

Mandated Reporter Training
California Department of Social Services
06/2024

Skills

Youth Programs
Activity Planning
Group Supervision
Youth Sports Coaching
Incident Reports
Customer Service
Conflict Resolution
CPR and First Aid • Leadership
Good Judgment

Summary

Recreation leader with 2 years running after-school and summer day camp programs for a city parks department, supervising groups of up to 25 children. Plans sports, arts and STEM activities, applies safety rules with good judgment and gives parents clear, friendly customer service at check-in and pickup.

Experience

Recreation Leader 06/2024 - Present
River City Parks and Recreation Sacramento, CA
City after-school and summer day camp programs at 6 school sites.

- Oversee **25** children a day at an elementary site, keeping ratios and sign-out logs exact.
- Plan weekly sports, arts and STEM activities that raised average daily attendance from 18 to 24.
- Coach flag football and basketball clinics for 60 players over 2 seasons.
- Resolve playground conflicts with calm, clear instructions and file incident reports the same day.

Youth Sports Referee 09/2023 - 05/2024
Elk Grove Youth Athletic League Elk Grove, CA
Part-time role officiating youth soccer and basketball.

- Officiated **120** youth soccer and basketball games for players aged 7-14.
- Explained rules to players, coaches and parents before games, keeping protests under 2 a season.
- Completed game reports and injury notes online within 24 hours of each match.
- Earned a spot on the league's playoff crew after one season of positive coach reviews.

Education

Associate of Arts 05/2025
American River College Sacramento, CA
Kinesiology