

Melissa Milliron

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EDUCATION

University of Georgia Athens, GA
Bachelor of Science, Health Promotion May 2026
Minor: Global Health GPA: 3.84

RELEVANT COURSEWORK

Health Promotion Program Development, Community Health, Professional Writing for Health Promotion, Research Design and Methods in Health Promotion, Women's Health

PROFESSIONAL EXPERIENCE

Dining In Smyrna, GA
Chef's Assistant, Server May 2022 - Present

- Prepare and serve food for parties ranging from 4-200+ guests
- Set, clear, and replenish tables to maintain a clean and attractive environment

Nothing Bundt Cakes Smyrna, GA
Guest Service Representative, Crafter, Froster May 2024 - Present

- Provide inviting and enthusiastic service to guests
- Maintain a clean and organized bakery presentation
- Mastered point-of-service system to quickly and efficiently take orders

AR Workshop Smyrna, GA
Lead Instructor August 2021 - March 2024

- Led groups of up to 25 children or adults in engaging hands-on workshops
- Collaborated with other instructors to ensure a smooth class flow
- Maintained a positive environment through supporting customers through wood and canvas projects

COMMUNITY INVOLVEMENT

Kesem at The University of Georgia, Chapter Director May 2024 - Present

- Manage an executive board of 22 peers through year-round programming including weekly meetings, fundraising, recruitment, and event planning
- Recruit and steward camp health and wellness team members
- Oversaw 208 children and 120 volunteers and staff through two weeks of summer camp

Kesem at The University of Georgia, Make the Magic Coordinator August 2023 - May 2024

- Planned and executed a fundraiser gala that hosted 150 guests and raised over \$70,000
- Managed and trained a team of 25 event volunteers
- Stewarded donors and major stakeholders

Kesem at The University of Georgia, Cabin Counselor June 2023 - Present

- Provide support, community, and mentorship to children aged 6-18
- Plan and lead daily activities for groups of 6-10 children
- Ensure the physical and mental wellbeing of campers through attentive supervision and conflict resolution

Oasis Catolico, Tutor January 2025 - May 2025

- Developed and led weekly instructional sessions for kindergarteners
- Navigated a language barrier and increased English comprehension of tutee

SKILLS

- CPR/First Aid
- Literature Review
- Google Drive
- Project Management
- Scientific Writing
- Time Management
- Customer Service
- Fundraising
- Event Planning

