

Sallie Gilmore Reynolds

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EXPERIENCE

Campbell Hall School North Hollywood, California

1998-2000

Director of Community Service and Service Learning

Archer School for Girls West Los Angeles, California

1998-2000

Consultant to the Community Service and Service Learning programs

Chadwick School Palos Verdes Peninsula, California

1993-1997

Coordinated and implemented special events for Head of School and Office of Development, Alumni and Public Relations

Westlake School for Girls and Harvard Westlake School Los Angeles, California

1983-1992

Founded and directed nationally recognized Community Service Program. Supervised faculty, parents and students arranged service placements, coordinated special events, served on Admissions Committee interviewing prospective families and students.

1974-1983

Managed Bookstore, purchased texts, supplies, clothing and gifts, supervised volunteer personnel, coordinated special events.

1966-1974

Arranged and hosted major school events for the Head of School and Development Office.

Garrison Forest School Garrison, Maryland

1959-1960

History Teacher, grades 10-12

VOLUNTEER AND COMMUNITY ACTIVITIES

- a. Neighborhood Youth Association, Board of Trustees: Chairman, Committee on Trustees
- b. Vestry Board, St. Cross Episcopal Church, Hermosa Beach, California
- c. Classroom volunteer, Torrance Elementary School-4th grade
- d. Volunteer Center of Los Angeles, Main Office, Board of Directors
- e. Volunteer Center of Los Angeles, West Los Angeles Branch, President
- f. Fulfillment Fund, Mentor Training Program, Youth Luncheon Committee
- g. St. Matthew's Parish School, Pacific Palisades, Library, Co-Chair of several Town Fairs, Parent Board
- h. Westside Guild of Children's Hospital, Major Events
- i. Symphonians, Docent Organization for the Los Angeles Music Center, support group for the Los Angeles Philharmonic
- j. League of Women Voters, Ventura County, Vice President-elect
- k. Co-Founder, Fair Housing Council, Thousand Oaks, California
- l. Volunteer Center, South Bay--Service Learning Facilitator--Teen Summer Program

EDUCATION

University of California, Los Angeles

Majored in History with a Minor in Art History

PROFESSIONAL SKILLS

Special event management
Volunteer coordination
Community Outreach
Fundraising
Classroom teaching
Small business management

TECHNICAL SKILLS

Macintosh and PC word processing, database and spread sheet experience
Bookkeeping and inventorying

REFERENCES UPON REQUEST