



Miranda Mook

Work Experience

Unit Secretary

Gateway Rehab Hospital | February 2021-October 2021

- Answering call lights to help patients obtain care.
- Organize paperwork for patients' charts, patient's appointments and assist the doctors.
- Assist the Charge Nurse with paperwork, phone calls, and the day's activities.

Elementary Ministry Director

Okolona Christian Church | May 2016-December 2020

- Recruit, schedule, and train volunteers to serve within the ministry.
- Plan and execute 5-6 events a year; camp, church-wide events, ministry-specific events, etc.
- Plan and execute Large Group and Small Group curriculum

Camp Counselor

WinShape Camps | May 2013-August 2015

- Seasonal Job, with time during the school year to recruit new staff.
- Led 40 campers and 10 staff members (2015) through the summer.
- Led a group of 5 4th and 5th-grade campers through all of the camp activities (2013 & 2014)

Get in touch!

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Academic History

Cincinnati Christian University

Bachelor's Degree | Early Childhood Education

Trained to teach students Pre-K through 3rd grade in all subjects; math, reading, social studies, etc.

GPA: 3.6

Specializations

- Social Media Management
- Basic Administrative Skills
- Theater Work (sets, costumes, lighting, etc.)
- Public Speaking
- Video Editing - Final Cut Pro

References

Susan Ehret

Okolona Christian Church | Children's Ministry Director

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Corey Willoughby

Previous Co-Worker

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MacKenzie Stephens

Northeast Christian Church | Technical Director

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Jodi Miller

Mentor

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