Colette Murphy

(609)-240-9678

work cmurphy25@une.edu

home chocotufts@gmail.com

no artificial intelligence was used in the making of this resume

---

SUMMARY OF QUALIFICATIONS:

Dean's List Scholar – cross discipline studies in the sciences and humanities with consistent mastery of subject matter
Tutor- tutors twenty students in English per semester while balancing course work and other jobs
Communications – personable and amicable with strong ability to engage, recognize, and support individuals from every background and perspective
Writing/editing – strong writing skills communicated through essays, journalism, peer-editing, fiction writing, and poetry
Social media management – experienced in social media layout and posting across multiple platforms (Instagram, Snapchat, Twitter) with photography and photo/video-editing skills
Resilience– quick to make the best of a situation with strong problem-solving skills and a deep appreciation for the variety of needs of colleagues
Management capabilities – trusted to work independently while meeting a deadline and managing people and tasks

EDUCATION:

University of New England, Biddeford, ME **Expected Graduation: May 2027**
Bachelor of Arts and Humanities in ***English*** with Minors in ***Art Therapy*** and ***Gender, Women, and Sexuality Studies***
Dean's List, ***Fall 2023, Spring 2024,*** and ***Spring 2026***

Relevant Coursework:

- Abnormal Psychology
- Art Therapy
- Creative Writing: Nonfiction
- Creative Writing: Poetry
- Creative Writing: Short Fiction
- Effective Public Speaking
- Fiction Writing Workshop
- Introduction to Social Work
- Journalism
- Printmaking
- Theory, Research, and Practice of Clinical/Counseling Psychology
- The Painted Book
- Trauma Responsive Education
- Tutoring Practicum
- Writing Fellows Practicum

Relevant Projects:

Each of the following demonstrates the ability to work under a deadline, maintain creative liberties when asked, honed and dedicated writing skills, flexible writing styles in multiple formats, and the ability to grow from and cater to harsh critique

- ***"The Violence of Verse"***
- ***"Instantly"***
- ***"The Pursuit of Staying"***
- ***"We Are Always Burning"***
- ***"A Piece of Them; a Piece of Me"***

WORK EXPERIENCE:

***Information Desk Manager*, Jack Ketchum Library,** University of New England**,** Biddeford, ME **June 2023-Present**

- Sole employee opening the building at 6:45 AM on weekdays over the summertime, and over the school year preparing the library and answering queries, researching library holdings and interlibrary loan for research materials for students, graduate students, and faculty throughout the day

***English Tutor*, University of New England,** University of New England**,** Biddeford, ME **August 2025-Present**

- Graduated from a tutoring practicum and tutors twenty college students per semester multiple times a week on compositional skills, author's voice, reading and language comprehension, and grammar in a personalized setting

***Printmaking Studio Assistant*, University of New England,** University of New England**,** Biddeford, ME **August 2025-Present**

- Works weekends and mornings facilitating students and faculty with the rolling presses, educating students on the different paints and methods of printmaking, and helps the professor in cleaning up after classes (washing rollers, paintbrushes, cutting 100-400 large sheets of paper, making sure the rolling press is centered)

***Diabetic Camp Counselor,* Camp Nejeda,** Stillwater, NJ **August 2021 & August 2022**

- Responsible for health, safety, and education for eight Type One Diabetic children
- Instructed participants in self-managing Type One Diabetes; including meal planning and preparation, carbohydrate calculation, insulin injections, and monitoring blood glucose levels. Also monitored children's blood glucose levels three times each night at designated intervals

LEADERSHIP & EXTRACURRICULAR ACTIVITIES:

Business Plan Editor and Communications Director, SPIKE 293 National Robotics Competition Team
Hopewell Valley Central High School, Pennington, NJ **2019-2022**

- Wrote, edited, and formatted communications for an award-winning regional championship Robotics Team. Acted as one of the producers for a regional award-winning Handbook containing detailed descriptions of how the robot completed defined tasks, a complete rundown on all team members, as well as technology sponsors and research scientists who assisted in devising, building, and operating the robot

Information Desk Manager, Volunteer Museum Guide
The Watershed Institute, Pennington, NJ **2021-2022**

- The point of contact for over 1,500 visitors a month experiencing New Jersey's largest habitat restoration forest, interpretation center, organic farm, and natural history museum
- Explained museum exhibits, exotic animals, native animals, and microscopic aquatic life under a microscope to school children and families
- Explained the hydrodynamics of stream flow and its effect on biological diversity in the three rivers that converge in the Millstone Watershed

Arts Instructor, Camp NEJEDA
Stillwater, NJ **August 2021 & August 2022**

- Designed and lead arts and crafts classes for fifteen Type One Diabetic children ages six to fourteen
- Managed the blood sugars, food intake, and carbohydrate/insulin intake of fifteen Type One Diabetic children