



ALLISON DALE

WORK EXPERIENCE

Mothering Matters Childcare Worker, 2025 – Present

Siloam Springs Bible Church – Siloam Springs, Arkansas

- Ensured the safety and well-being of children in attendance.
- Maintained activity schedules.

Food Pantry and Thrift Store Volunteer, 2024 – Present

The Manna Center - Siloam Springs, Arkansas

- Sorted through donations and ensured quality standards.
- Managed laundry, tagging and pricing, and organization of items on the floor.
- Assisted clients with filling out assistance applications and accurately filed their paperwork.
- Maintained inventory records to ensure adequate stock levels of food supplies.

Registrar's Office Work Study, 08/2023 – Present

John Brown University - Siloam Springs, Arkansas

- Managed student records and ensured data accuracy in university systems.
- Assisted students with inquiries about campus procedures and forms.
- Resolved student inquiries related to registration and enrollment issues.
- Created instructions for students to locate information regarding degree planning.
- Assisted in 5 commencement ceremonies.

Children's Ministry Intern, 05/2024 – 07/2024, 05/2025 – 08/2025

Sager Creek Community Church - Siloam Springs, Arkansas

- Assisted in organizing and planning weekly children's services and events.
- Managed supplies and materials for children's ministry events.
- Collaborated with volunteers and staff.
- Supervised up to 40 children attentively to ensure their safety and engagement in events.
- Created graphics for a church resource book about water baptism, and created other graphics as needed.

Janitor, 06/2021 – 06/2021-07/2021, 05/2023 – 07/2023

John Brown University - Siloam Springs, Arkansas

- Maintained cleanliness in facilities by sweeping, mopping, vacuuming floors, and cleaning windows.
- Collaborated with team members to complete daily cleaning tasks efficiently and effectively.
- Moved furniture, equipment, boxes, or other items as requested by supervisors.

ABOUT ME

Detail-oriented design student passionate about creative communication, event planning, and visual storytelling. Experienced in collaborative environments and eager to continue learning new design and marketing skills.

CONTACT INFO

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SKILLS

- Event Planning
- Graphic Design
- Experience with Adobe and Figma
- Communication
- Marketing
- Collaboration

EDUCATION

BACHELOR OF SCIENCE

August 2023 - December 2026 (expected)

Integrated Marketing Communications

John Brown University
Siloam Springs, AR

Minor:

Graphic Design