



Allison Naidoo

CONTACT

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- South African
- Code B - Light Motor Vehicle

SKILLS

- Creative storytelling
- Emotional and social development support
- Activity planning
- Individual and group instruction
- First Aid and CPR certified
- Cultural enrichment activities
- Recreational programme development
- Team building activities

LANGUAGES

English

Native
Distinction pass in English in GCSEs

ADDITIONAL INFORMATION

Date of birth: 5th February 1985
Age: 38
Citizenship: South African

PROFESSIONAL SUMMARY

Friendly and approachable individual with excellent communication skills. 20+ years corporate experience and 2 completed commercial college diplomas. Builds relationships easily and encourages participation in group settings. Proactive and engaging mediator with practical health and safety knowledge - trained in First Aid, CPR and life-guarding by the American Red Cross Society (2022).

High-energy recreational leader adept at developing exciting calendar events to maximize budgetary resources while fulfilling community desires. Talented problem-solver with personable and open style. Detail-oriented team player with strong organizational skills. Ability to handle multiple projects simultaneously with a high degree of accuracy.

Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

WORK HISTORY

Summer Camp Counsellor 06/2022 - 08/2022
Ebner Camps USA - Camp Awosting - Bantam, Connecticut

- Acted professionally and responsibly to demonstrate core camp values.
- Collaborated with staff to achieve safe programme delivery.
- Built relationships with campers and staff through excellent communication.
- Led groups of 8 to 10 campers through camp programmes and activities.
- Taught campers throughout activities, encouraging engagement from all levels of learners.
- Maintained positive camp experiences through compassionate holistic support.
- Guided up to 8 campers daily over a 8-week period.
- Set up equipment and materials ahead of recreational activities.
- Developed positive, trusting relationships with groups of young children.

Public Relations and Events Specialist 01/2016 - 04/2022
DKMS Africa - The Sunflower Fund - Durban, KwaZulu-Natal

- DKMS Africa (The Sunflower Fund) is a non-profit charity organisation that gives hope to children and young adults by recruiting blood stem cell donors. It is a cause dear to my heart to which I dedicated 10 years of my life in making an impactful difference.
- Forged positive connections with external stakeholders and key journalists in target media channels.
- Fostered meaningful relationships with young patients and their families, providing support and championing their cause
- Employed appropriate external mass communication channels to deliver impactful and expertly engineered content.

- Crafted compelling content to raise brand profile among key audiences and drive engagement
- Drove employee advocacy by elevating internal communications programme to engage and motivate workforce
- Partnered with community groups to plan, execute and manage service projects, enhancing public profile.
- Drafted communications for routine releases
- Conducted video interviews, shot videos of event coverage and edited to create professional video projects.

Summer Camp Counsellor

06/2011 – 07/2011

Ebner Camps USA – Camp Chinqueka – Bantam , Connecticut USA

- Acted professionally and responsibly to demonstrate core camp values.
- Collaborated with staff to achieve safe programme delivery.
- Built relationships with campers and staff through excellent communication.
- Taught campers throughout activities, encouraging engagement from all levels of learners.
- Maintained positive camp experiences through compassionate holistic support.
- Engaged campers in varied activity programmes through enthusiasm and initiative.
- Set up equipment and materials ahead of recreational activities.
- Upheld reliable routines to minimise children's stress and anxiety.
- Developed positive, trusting relationships with groups of young children.
- Supervised groups of up to 10 children.

EDUCATION

Level 5 TEFL Diploma: Teaching English as a Foreign Language, 03/2023 – 04/2023

The TEFL Academy South Africa – South Africa

Level 5 TEFL course (168hrs) :

- 158-hour online course
- 10-hour classroom course

Curriculum:

- An introduction to lesson planning
- Teaching English vocabulary
- Teaching pronunciation
- Understanding English grammar
- Teaching receptive skills: listening and reading
- Teaching productive skills: speaking and writing
- Teaching grammar
- A brief history of the English language and English language teaching
- Teaching materials and aids and classroom management strategies
- The effective use of resources

In addition, specialised TEFL courses:

- Teaching Young Learners
- Teaching Business English
- Teaching Online & 1:1

National Diploma of Higher Education: Marketing Management, 02/2011 – 11/2013

Lyceum College – South Africa

National Diploma of Higher Education: Public Relations, 02/2007 – 11/2009
Lyceum College – South Africa

GCSEs (High School Diploma): English, Afrikaans, Mathematics,
Accounting, Computer Studies, Biology, 02/1998 – 11/2002

Westcliff Secondary School – South Africa – Graduated with endorsement
and distinction

- Deputy Head Prefect & Sports Girl in final year
- Poetry Published by the Poetry Institute of South Africa – 2000, 2001