

Carissa Hodges

Chicago, IL | (313) 231-0962 | hcarissa1510@gmail.com |

EDUCATION

School of the Art Institute of Chicago — Chicago, IL
BFA, Focus in Art Therapy | Expected 2026

EXPERIENCE.

Detroit Institute of Arts — Detroit, MI | *Director's Office Intern* | May 2024 – Aug 2024

- Managed acquisition files, financial audits, registrar records, and expense reports.
 - Assisted with curatorial tasks for incoming exhibitions and collaborated with collections management.
 - Supported cross-departmental projects, contributing to smooth exhibition preparation and gallery operations.
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Madewell — Chicago, IL | *Sales Associate* | Aug 2024 – Jan 2025

- Provided personalized styling and product recommendations, consistently meeting sales goals.
 - Assisted in visual merchandising and seasonal floor displays to enhance the shopping experience.
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Levi's — Detroit, MI | *Sales Associate* | Jan 2022 – Jul 2022

- Guided customer purchasing decisions through product knowledge and personalized recommendations.
 - Collaborated with team members to execute seasonal promotions and optimize store operations
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VOLUNTEER EXPERIENCE

Shirley Ryan Ability Lab — Chicago, IL | *Pediatric Volunteer* | 2025 – Present

- Collaborate with medical and therapy staff to maintain a safe, organized, and patient-focused environment.
 - Assist children with diverse physical and cognitive abilities, providing emotional support and encouragement.
 - Assist the physical therapist and occupational therapist during patient therapy sessions
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4th Presbyterian Church — **Chicago, IL**

- Volunteered in food pantry distribution, Sunday meal services, and clothing store operations.
 - Provided compassionate support to individuals and families, ensuring accessibility and respectful service
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Special Tree NeuroCare — Romulus, MI

- Supported patients recovering from brain and spinal cord injuries through companionship, encouragement, and assistance with daily activities.
 - Collaborated with medical and rehabilitation staff to promote a positive, patient-centered environment.
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SKILLS & CERTIFICATIONS

CPR & First Aid Certified

Computer: Microsoft Office Suite (Excel, Word, Spreadsheets), Windows
