# Claire Youk

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Friendly, fast-moving college student home in Fairfax for the summer. Years of working with the public, kids and big crowds, at ease on her feet in a busy room. Speaks Spanish. Available full-time July through September 2027, evenings and weekends included.

## EXPERIENCE

**Encore Performers (nonprofit performing arts)** — Since June 2019
*Teaching Assistant, Junior Demonstrator to Senior Teacher*
- Taught and supervised 130+ children ages 3–14, keeping large classes calm, safe and on schedule
- Trained 60+ students into advanced classes
- Promoted from junior demonstrator to senior teacher

**Encore Theatrical Arts Project (nonprofit)** — July 2022 – Present
*Company Member*
- One of 25 performers in 65 community shows (33 sold out) for live audiences; 1,000+ service hours
- Rehearses 6+ hours and trains 15+ hours a week: stamina, timing and teamwork under pressure

**Chantilly High School, Student Government Association** — August 2024 – June 2026
*Leadership Executive Board*
- Ran school-wide events for 3,000+ students: scheduling, supplies, volunteers and day-of logistics
- Kept teams on deadline and solved problems on the spot with staff and administrators

**Encore Performers** — August 2024 – February 2026
*Social Media Marketing Manager*
- Ran the nonprofit's social media (6,480+ followers across five platforms) and promoted its community events

**Utopia Models, Inc.** — November 2026 – Present
*Legal & Compliance Associate (part-time, remote)*
- Tracks contracts, deadlines and filings for a small company; organized and reliable with details

## EDUCATION

**University of California, Santa Barbara**
*B.A. Political Science, expected 2030*

**Chantilly High School**
*Fairfax, VA · Diploma, 2026 · GPA 4.0 · AP Scholar with Distinction · National Honor Society*

## SKILLS

- Customer-facing communication, staying calm in a rush, teamwork, multitasking
- Spanish: intermediate (college-level Spanish 201/202, Spanish Honor Society)

## AVAILABILITY

- July through September 2027. Open to evenings, weekends and doubles.