

QUENTON COOK

Summer: 161 Hidden Valley Road • Freedom, ME 04941
Permanent: 19815 Mule Barn Rd • Westfield, IN 46074
Phone: 317.379.4944
E-Mail: qlc201@nyu.edu or quenton.cook@gmail.com

EDUCATION

New York University, College of Arts and Science, NYC, NY – 2007-2010
French Culinary Institute, NYC, NY – 2006-2007
New York University, Tisch School of the Arts, NYC, NY – 2004-2006

Bachelor of Arts in Computer Science
Completed first half of year long professional training
Experimental Theatre Wing, Completed Primary Track

WORK EXPERIENCE

Senior Program Director – Hidden Valley Camp

2007-current

Directly reported to the Owner/Founder. Oversaw the smooth, safe and stimulating operation of a highly respected 35-year-old residential children's summer community. 280 campers and 115 staff per session, 2 4-week sessions per summer.

- Designed and coded a brand new iPad application to more safely and efficiently keep track of campers, counselors, classes and locations for five periods a day.
 - Integrated the application seamlessly with camp's Filemaker database, and Excel documents scheduling counselors and classes.
 - Enabled the app to export easy to read hard copies to give to teachers and keep on file.
- Facilitated staff training. Designed and led two-week staff orientation for 90 cabin counselors each summer.
- Oversaw staff performance. Advised staff during camp sessions. Conducted performance evaluations for sixteen to twenty staff; met regularly with cabin groups to provide insight and direction for camper behavior management.
- Conducted regular meetings to discuss counseling and teaching concerns, supply needs, operational questions and budget issues.
- Trained and mentored 3 new program directors, guiding them in the transition from staff member to director.

Personal Assistant / Childcare Professional – Dolan-Zalaznick Family

2007-2010

Assisted the family in all aspects of daily life, from computer and design projects to nanny-ing and tutoring their three children.

- Cared for three children aged 8, 12 and 14. Tutor children in early elementary through high school mathematics, Spanish, and piano.
- Assisted in all aspects of daily life including: afterschool pickups, play-dates, sports, afterschool activities and all other family activities.
- Completed various technical projects for the family and acted as resident IT helper.

Shift Head / Teen Program Leader – Hidden Valley Camp

2005-2006

Designed and led four-week teen arts program:

- Cared for cabins of 12 campers (aged 14-16) to ensure overall health, well-being and happiness. Handle conflict resolution, team dynamics through constant communication with campers, three co-counselors and directors.
- Crafted all aspects of the curriculum, including class offerings and content, evening programs, field trips, and final recital.
- Coordinated supplies, counselors and campers for the successful execution of daily and evening events.

SKILLS

- **Advanced coursework / projects:** OOP design (final project: Java to C++ translator written in Java), iPhone programming (final project: Objective-C and FileMaker based scheduling app for the iPad), robotics / computer vision (final project: make a web-cam equipped three wheeled robot play soccer).
- **Programming Languages:** Java, Objective-C, C/C++.
- **Operating System / Software Familiarity:** OS X, Ubuntu Linux, Windows, FileMaker Pro, Excel.
- **Web site development / design:** Photoshop, Flash, Coda, HTML / CSS (basic), Wordpress, PHP/mysql (basic).

OTHER INTERESTS

Long-distance/tour cycling, multimedia art, culinary arts / molecular gastronomy.

REFERENCES

Peter Kassen – Owner of Hidden Valley Camp
kassen@hiddenvalleycamp.com – 800.922.6737

Lauren Zalaznick & Phelim Dolan – Family that I work with
pkd411@yahoo.com – 212.929.6073