

Alexandra L. Thompson

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EDUCATION

Bachelor of Science: Outdoor Recreation Leadership and Management

Dec 2024

Minors: Criminal Justice, Deaf Studies

Northern Michigan University, Marquette, MI

RELEVANT EXPERIENCE

Activity Director

May 2026-Present

Optalis at Kent-crossing, Grand Rapids, MI

- All Activity Assistant Tasks
- All Activity Coordinator Tasks
- All Activity Manager Tasks
- Creating and keeping care plans updated
- Participating in care plan meetings
- Communicate with residents and staff over their initial recreation therapy assessment
- Follow state-mandated Skilled Facility regulations

Activity Manager

Nov 2025- May 2026

Optalis at Kent-crossing, Grand Rapids, MI

- All Activity Assistant Tasks
- All Activity Coordinator Tasks
- Building calendars ensuring the six domains of wellness are incorporated
- Attending inter-team meetings to ensure understanding between all departments
- Attending inter-team clinical team meetings to ensure up to date charting with day to day changes
- Keeping and managing a budget
- Communicate with families regarding resident's involvement in activities

Activities Coordinator

Aug 2025- Nov 2025

Optalis at Kent-crossing, Grand Rapids, MI

- All Activity Assistant tasks
- Organizing intra-team communication at daily meetings to ensure understanding for all scheduled activities and changing schedule as needed
- Help build calendars ensuring the six domains of wellness are incorporated
- Creating and changing daily calendar updates as necessary
- Run weekly reports for measurable performance of charting
- Creating and posting marketing materials

Activities Assistant

Jan 2025- Aug 2025

Optalis at Kent-crossing, Grand Rapids, MI (Formerly SKLD)

- Attend intra-team communication at daily meetings to ensure understanding for all scheduled activities and changing schedule as needed
- Lead activities for residents to partake in along with getting residents to and from events
- Chart the type of participation and activity type for all residents
- Communicate with residents and staff over their recreation therapy assessment

Senior Fire Safety Inspector/SDS Communicator/Security

Sept 2023 - Dec 2024

Public Safety, NMU, Marquette, MI

- Aggregate fire safety equipment data from inspectors into a database, analyze any equipment failures, and issue repair requests to resolve any outstanding safety issues
- Organize paperwork through Vector Solutions regarding chemical inventories, tag chemical physical locations, and label rooms for local and state compliance
- Wrote a training manual for each branch of Public Safety including which positions are assigned which trainings and how often they must be completed

Recreation Activity Instructor

June 2024 - Aug 2024

Bay Cliff Health Camp, Big Bay, MI

- Developed and administered recreational programming for children between the ages of 7 to 17 with mental and physical disabilities to positively influence camper experience within their ability levels
- Performed intra and inter-team communication at daily and weekly meetings to make activity alterations as needed to ensure individual needs and goals were being met

Guest Services/Park Monitor

May 2023 - Aug 2023

Treerunners, Grand Rapids, MI

- Checked in guests, obtained appropriate waivers, and attached documentation to digital client profiles at a high ropes course
- Communicated with guests to assist them through the course, checked gear for safety and quality, and performed safety briefings for the guests to ensure a safe environment to practice newly acquired skills

LANGUAGES, CERTIFICATIONS, and LICENSES

Languages: Fluent in American Sign Language and English, A2 Spanish and French

National Wildfire Coordinating Group: Wildland Firefighting, Intro to Incident Command (2022)

PADI: Open Water SCUBA (2022)

The National Association for Interpretation: Certified Interpretive Guide (2023)

Chuffer's Licence: State of Michigan (EXP. 2028)

Activity Director Certification (ADC): National Certification Council for Activity Professionals (NCCAP) (EXP. 2028)

Larger Scale Projects

Curating an art show- 1.5 hour event. Approximately 20 artists, including staff and residents, with over 90 artworks and 35 of those being for raffle (2025).

School Visits- Partnering with the local school in order for the residents and students to do arts and crafts together (2025).

Create a Work Training Book- Helped create a work training book for multiple departments within the facility. Including topics, subject matter, length of time, and synopsis (2024).

VOLUNTEERISM

Tour Guide and Wilderness First Respond, Fresh Coast Film Festival	Oct 2023 and 2024
Northern Michigan University Student Ambassador, Northern Michigan University	2022-2024
Hope Animal-Assisted Crisis Response Language barrier Role Player, Hope	Apr 2024
Active Shooter Training Role Player, Michigan State Police	Mar 2023
Vet Tech Assistant and security, UP200	Feb 2017 and 2023
Blood Drive Coordinator, V2 crew and Red Cross	2018-2019
Shadowing Dr. Tonnie Ray, Avian and Exotic Center of Nashville	June 2017
Concessions, Scheduling, and Volunteer Coordinator, Kent Theater	Aug 2016 - Aug 2020, Feb 2026