

Permanent

3577 Kenora Place
Seaford, NY 11783

Current

75 N. Woodward Ave Box #60092
Tallahassee, FL 32313

Summary: Educated Sport Management major with insight into the college athletics industry. Able to organize, lead, and manage time efficiently.

Education

Florida State University, Tallahassee, FL; Anticipated Graduation: August 2014
Masters of Science in Sport Management
Program for Institutional Excellence Certification

Lasell College, Newton, MA; Graduated: May 2013
Bachelor of Science in Sport Management
Minor: Psychology, Law & Business
Sport Management Book Award

Experience

Florida State University

Sports Information Internship

Tallahassee, FL

August 2013-present

Participated in daily office tasks to help Sports Information Directors
Helped create media guides for certain sports teams
Worked sporting events while correctly keeping statistics for various sports

Florida State University

Lifetime Activities Program Instructor

Tallahassee, FL

August 2013-present

Effectively taught classes to undergraduate students
Communicated effectively with students and other instructors
Created lesson plans to help students gain knowledge of specific sports

Newton North High School

Athletic Department Internship

Newton, MA

January 2013-May 2013

Completed schedules for Fall 2013 sports
Worked with Assistant Athletic Director and Secretary
Watched Coaches meetings for beginning a season

Lasell College Athletic Department

Men's Basketball Team Manager

Newton, MA

Oct 2010-May 2013

Recorded accurate statistics during home and away games
Established organizational skills by preparing statistics for coaches to utilize
Learned how to react to various situations by communicating

Lasell College Athletic Department

Event Management Staff/ Sports Information

Newton, MA

September 2011-May 2013

Prepared for sporting events by setting up the field
Taped live feed of sporting event over Internet
Input live game statistics for all Men and Women's sport teams in a timely manner

Lasell College Office of Student Affairs

Resident Assistant

Newton, MA

September 2011-May 2013

Created monthly programs for students to educate and engage them at Lasell
Contacted school offices to provide resources for students

Bourne Braves Baseball

Game Staff Intern

Bourne, MA

June 2012-August 2012

Catherine Prince

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cp13d@my.fsu.edu

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Enhanced fan participation during home games with the creation of scorecards

Exceeded expectations through the selling of media guides to fans

Created family friendly environment by overseeing raffles and games for children

Lasell College Athletic Department

Newton, MA

Pre-Practicum I-Athletic Director Assistant

Sept 2010-Dec 2010

Assembled athlete contracts for Men's lacrosse, Women's lacrosse, softball and baseball to ensure home games during the season

Developed skills to work independently and demonstrate initiative by eliminating my supervisors need to say what needed to be accomplished

Inishfree School Of Irish Dance

Massapequa, NY

Irish Step Dance Teacher's Assistant

May 2005-Sept 2011

Taught children ages 5-16 Irish Dance

Answered parents questions and concerns about their children and competitions

Computer Skills

StatJack, PrestoSports, Microsoft Word, PowerPoint, Excel, InDesign, Photoshop, Email, Database searches, Social Networking, Slideshows, Downloading photos, SPSS, OrgSync

Activities

Sports Management Association: Member 4 years, President 1 year

Class Committee: Secretary 1 year

Irish Dance: Member 17 years, Assistant 5 years, Ranked 6th in the New England Region

Dance Team: Member 2 years, Treasurer 1 year

Model Congress: Member 4 years, Recruitment Chair 1 year, President 1 year

Overnight event of 50+ students for debate opportunities.

Mathletes: Member 3 years, Treasurer 3 years

Community Service

ESPN Wide World of Sports: Volunteer Field Marshal

Learned conflict resolution

Relay for Life: Entertainment/Survivorship Chair- 3 years, Member-5 years

Prepared twelve hours worth of events

Balanced and created a budget for the event

Made slideshows with pictures and music for the event

Trick or Treat for Cans: Participated-1 year

Received cans for neighbors for families in need

Second Step Trick or Treat: Participated- 2 years

Created a safe environment for the organization Second Step children to trick or treat within the dorm