

Morgan Gilbert

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Wadsworth, Ohio
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EDUCATION

Baldwin Wallace University, Berea, OH — *Bachelors of Arts, Marketing*
Expected May of 2019

EXPERIENCE

Operations Intern - Athletic Department, *Baldwin Wallace University*
Sept 2015 - PRESENT

- Assisting in the completion of annual reports
- Assisting in creation of recruiting materials
- Assisting in creating visiting meeting with prospective students
- Coordinating coaches schedules

Liquor Room Manger - Giant Eagle, *Wadsworth, OH*
May 2015 - August 2017

- Created weekly order from State Liquor Agency
- Worked with restaurants and bars for weekly orders
- Maintained the alcohol section of the store
- Created weekly work schedule
- Worked directly with customers for sales and special orders

Leadership

Vice President of Operations- Collegiate Panhellenic Council-**2017**

- Worked with outside speakers to come in and speak to our community
- Worked on budgeting for both Greek Council and CPC
- Assisted in the planning and the execution of Formal Sorority Recruitment
- Updated all social media and Baldwin Wallace Fraternity and Sorority pages.

Chapter President-Delta Zeta -**2018**

- Attended all required functions with National members
- Run weekly meetings with whole chapter
- Served on all committees within chapter
- Worked with community to organize events
- Worked on the rewriting of chapter bylaws for 2019

SKILLS

Excel
Microsoft Word
Access
Powerpoint
InDesign
Google Drive

Involvement

Greek Judicial Board.
Help to facilitate all cases with in the Greek community

Cheerleading. Back spot on varsity cheer team

Week of Welcome Orientation Staff.
Worked with the incoming first years to assist them in getting acquainted with Baldwin Wallace and get ready for classes to start.

Lambda Phi Eta.
Official Communication Studies honor society of the National Communication Association

