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1809 Putter Ct Apt H
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EDUCATION

James Madison University, Harrisonburg, VA Anticipated Graduation: May 2021

- Bachelor of Science in Sport and Recreation Management
- Minor: General Business
- Honors: President's List – 4 semesters
- Scholarships: Myra Fensterwald Meehan Doherty '49 Memorial Scholarship Fund
- Cumulative GPA: 3.995/4.0

WORK EXPERIENCE

James Madison University Recreation Center (UREC), Harrisonburg, VA August 2019-Present
Facility Operations Practicum Student January 2020-Present

- Attended Operations Supervisors staff meetings to learn about the day-to-day operations of UREC
- Updated and assisted with creating an online version of the Operations Supervisor manual
- Attended Training and Development Committee meetings
- Performed an internal audit among student employees on the D3 Series (Discover, Discuss, Develop) sessions offered at UREC
- Interviewed Professional Staff members working in facilities and operations
- Shadowed various Professional Staff members during their supervisory shifts

Wellness Instructor August 2019-Present

- Supervised the Wellness Center reception area
- Developed and presented nutrition/wellness related educational programming
- Instructed cooking classes in the UREC Demonstration Kitchen
- Maintained the cleanliness of the Wellness Center reception area and UREC Demonstration Kitchen
- Assisted with the facilitation of nutrition/wellness special events and workshops
- Assisted with interviews and hiring process of new employees
- Promoted and advanced healthy lifestyles among participants

Great Wolf Lodge, Williamsburg, VA December 2017-Present
Outdoor Pool Supervisor May 2018-Present

- Employee of the Month nomination
- Performed all duties listed below in lifeguard position
- Supervised 20 on-duty lifeguards
- Performed safety and scanning audits on the on-duty lifeguards
- Assisted with training and development of new lifeguards

Lifeguard December 2017-Present

- Lifeguard of the Week award
- Administered CPR and first aid in medical emergency situations
- Supervised and provided surveillance of 3,000 swimmers and guests daily
- Supervised and operated 5 slides in the waterpark
- Cleaned pool water and surrounding areas
- Maintained proper chemical balances and temperature of pools

James Madison University College of Business, Harrisonburg, VA May 2019-December 2019
Research Assistant

- Worked alongside a faculty mentor on an in-depth project
- Conducted academic research that met definitive benchmarks or guidelines
- Learned a wide range of research skills such as reviewing literature, developing surveys, collecting and cleaning data, and analyzing results

RE/MAX Capital Real Estate Agency, Williamsburg, VA October 2016-June 2017
Personal Receptionist

- Internship: 200 hours total
- Organized paperwork and answered phone calls
- Scheduled meetings between clients and real estate agent
- Learned valuable computer skills working with Microsoft Office applications including: Word, Excel, PowerPoint, and OneNote

VOLUNTEER EXPERIENCE

Hart School Career Fair, Harrisonburg, VA February 2020

- Assisted with event set up
- Greeted and checked in employers and students

Spotswood Elementary School, Harrisonburg, VA December 2019

- Organized donations for the Knight Bucks Winter Shop
- Supervised children while they exchanged their Knight Bucks (good behavior tickets) for a donation in the Winter Shop
- Assisted children with learning math

Thomas Harrison Middle School, Harrisonburg, VA November 2019

- Organized art and school supplies in 10 classrooms
- Arranged language inclusive posters on various walls in the hallways

Explore More Discovery Museum, Harrisonburg, VA September 2019

- Cleaned and sanitized children's attractions, playmats, toys, and building blocks
- Vacuumed carpet and dusted surrounding areas throughout the museum

Hotel Madison and Shenandoah Valley Conference Center, Harrisonburg, VA February 2019

- Arranged 500 wine glasses for Hotel Madison's Annual Winter Wine Weekend
- Removed trash, cleaned dishes, and organized remaining supplies for the event

CAMPUS INVOLVEMENT

James Madison University Office of Disability Services January 2020-Present
Academic Note-Taker

- Wrote notes for my peers with disabilities and delivered them via email
- Assisted JMU in becoming a more accessible and inclusive campus

James Madison University Community Activities Board, Harrisonburg, VA January 2019-May 2019
Treasurer

- Organized, planned, and advertised for special non-profit events
- Managed expenditures in a fiscally responsible manner
- Served as a resource to residents and other Community Activity Board Members

CERTIFICATIONS

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| • ServSafe Food Handler | August 2019-Present |
| • Ellis & Associates Standard First Aid | January 2018-Present |
| • Ellis & Associates Health Care Provider Basic Life Support (CPR & AED) | January 2018-Present |
| • Ellis & Associates Preventing Bloodborne Pathogens | January 2018-Present |
| • Ellis & Associates Shallow Water Lifeguard | January 2018-Present |