

Your First and Last Name

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Education

James Madison University, Harrisonburg VA

May 20XX

Bachelor of Science in Sports and Recreation Management, *Cum Laude*; Minor: General Business, Honors Program Participant
Cumulative GPA: 3.51

Coursework: Facilities and Event Management, Management in Sport and Recreation (S&R), Ethical and Legal Issues in S&R Management, Sociology and Psychology of S&R, Programming and Assessment in S&R Management, Sport Marketing and Sales

Sport and Recreation Experience

James Madison University, Harrisonburg, VA

August 20XX – Present

Student-Athlete Leadership Development Assistant

- Manage marketing materials, social media accounts, and communication processes to promote brand and event awareness
- Oversee community service opportunities offered to the 450+ JMU student-athletes for completion of their minimum 10-hour requirement per year

Hanover Parks and Recreation, Hanover County, VA

May 20XX – Present

Recreation Intern

- Aid in the operations of large camp events by managing and supervising camp activities and providing a high level of customer service
- Plan and implement a 5K Pizza Run, the County's largest event of the year
- Conduct research on how Hanover County can streamline their hiring procedure and increase efficiency
- Design 8 marketing flyers for events held throughout the year
- Manage completion of summer handbooks for the children registered in summer camps

Virginia Amateur Sports, Roanoke, VA

May 20XX – August 20XX

Games Intern

- Acted as a liaison between officials, sport coordinators, and games staff
- Managed over 35 athletic events to ensure all needs were met for athletes, coaches, and officials
- Organized and took inventory of supplies and medals for all events

Richmond Raceway, Richmond, VA

September 20XX

NASCAR Race Ambassador

- Collaborated with team to plan and initiate the first NASCAR esports tournament
- Facilitated check-in process for 64 competitors
- Executed set up, data collection and promotions for the NASCAR Federated Auto Parts 400 race

Norfolk Tides, Norfolk, VA

April 20XX – September 20XX

Game Day Operations Intern

- Created and organized sponsorship packages including t-shirts, free game tickets, souvenir mugs, "thank you" cards, and promotional materials about upcoming events
- Wrote, edited, and published content to share on team's social media platforms and partner channels
- Coordinated and ran games and promotions between innings and sold general admission tickets, raffle tickets and programs

Athletic Involvement

James Madison University, Harrisonburg, VA

August 20XX – Present

Varsity Student-Athlete, Field Hockey

- Devote 20+ hours per week to practice, team meetings, game film, games, and individual coaching opportunities while maintaining a 15-credit hour course load
- Develop a strong work ethic, perseverance, time management skills, leadership skills, and the ability to work with a diverse group in order to meet personal and team goals

Activities and Associations

Sports and Leisure Association of Madison – Member

September 20XX – Present

Professional Convention Management Association – Member

September 20XX – Present

Sports Industry Networking Conference, Boston, MA – Attendee

February 20XX

Harrisonburg Food Pantry, Harrisonburg, VA – Volunteer

November 20XX – May 20XX