EDUCATION

University of South Carolina, College of Hospitality, Retail and Sport Management, Columbia, SC

Ph.D. candidate in Sport and Entertainment Management, May 2022 (expected)

University of Miami, School of Education & Human Development, Coral Gables, FL

M.S. Ed. in Sport Administration, July 2014, GPA 3.7

Hofstra University, Frank G. Zarb School of Business, Hempstead, NY

B.B.A. in Business Marketing, May 2010, GPA 3.38

AWARDS NAADD Bobby Purcell Mentorship Program Recipient, 2019; NAADD Diversity Initiative

Program Recipient, 2020

HONORS Hofstra Dean's List: 2006, 2009, 2010

EMPLOYMENT & PROFESSIONAL EXPERIENCE

01/19 – Present 08/16 – 12/18

Director of Athletics Development Assistant Director of Athletics Development

Development, University of South Carolina, Columbia, SC

- The qualification, cultivation, solicitation, and stewardship of prospects who are targeted for gifts from \$25K to \$1M+ to be donated to the master plan for athletics facilities.
- Accumulated \$11.1M total philanthropic gifts from FY17-FY21, while raising over 1M philanthropic dollars in cash, planned and gifts in kind each year from FY18-FY21.
- Assigned various leadership roles including interview processes, on-boarding new
 colleagues, intern project management, and sport specific projects in cohesion with coaches,
 senior staff members and the Director of Athletics.
- Manage a portfolio of approximately 180 donors/prospects that are in varying stages of their giving cycle to make a five-year campaign commitment.
- Execute an average of 20 substantial in-person meetings per month that attempt to move prospective and current donors closer to making a commitment.
- Assist the Senior Associate AD and Assistant AD of Development with internal capital campaign initiatives including scholarship funds, program enhancement, and facility needs.
- Strategically collaborate with individual units and fundraisers across campus to effectively communicate the University's mission and philanthropic initiatives.

08/14 - 07/16

Assistant Director of the Crusader Athletics Fund

Advancement, College of Holy Cross Athletic Department, Worcester, MA

- Created communications strategies for eleven varsity sports programs.
- Helped produce all-inclusive and sport specific solicitation mailings.
- Planned and hosted donor engaging events tied to games or prominent geographic locations.
- Worked with coaches and administrators to properly steward all annual athletics gifts.
- Identified volunteers to encourage participation in the athletics fund.
- Created reports to better track the goals set forth by each program and updated alumni and donor affiliations.
- Alumni giving coordinator for the Holy Cross Fund (classes 2007-2010), senior class student-athlete gift committee, and on-campus phonathon supervisor.

01/14 - 08/14

Hurricane Club Graduate Assistant

Development, University of Miami Athletic Department, Coral Gables, FL

- Assisted with donor relations, new member solicitation, ticket information, and member renewals.
- Helped plan, prepare, execute assigned special events for fundraising and athletics.
- Conducted research to be used in future fundraising campaigns and initiatives.
- Responsible for answering emails to the Hurricane Club inbox and serving as first point of contact for Hurricane Club donors in the office and on the phone.

08/13 – 12/13 Student Athlete Monitor

Academic Services, University of Miami Athletic Department, Coral Gables, FL

- Monitored class attendance for all student-athletes.
- Communicated with professors and advisors daily to track student-athlete progress.
- Recorded all student-athlete tardy and absence records for weekly supervisor reviews.
- Prepared absentee reports for individual student-athletes, coaches, and advisors.

12/12 – 06/13 Athletics Marketing Intern

External Operations, Villanova University Athletics Department, Villanova, PA

- Designed and executed spring sports marketing plans for baseball, lacrosse, and softball.
- Coordinated grassroots marketing efforts for NCAA Women's Lacrosse Championships.
- Organized game day activities including promotions and IMG sponsorship fulfillment.
- Managed and expanded Marketing Department contact databases for all spring sports.
- Promoted student-athletes on and off campus for local and student participation.

SKILLS Proficient in Archtics ticket and fundraising software, Blackbaud, Advance Web,

Millennium, Windows and Macintosh, MS Office Suite (Word, PowerPoint, Excel, Outlook),

Adobe Suite

INTERESTS Passionate and Knowledgeable about Sport, Business and Fundraising Research.