Sarah Hemingway

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TARGET: MARKETING COORDINATOR

Business administration major with experience organizing, advertising and marketing local events. Pursuing a career in sports marketing and event planning. Highlights include:

- ⇨ Coursework in **Marketing, Management**, and **Sports Economics**
- ⇨ Enrolled in **International and Sports Marketing** courses for final semester
- ⇨ **Dean's List** student

EDUCATION

BS in Business Administration, May 2020
Saint Michael's College, Colchester, VT

- ⇨ **Minor in Psychology**
- ⇨ **Dean's List**: 4/6 semesters
- ⇨ **GPA: 3.7**

Study Abroad: Scandinavia (DIS)
Copenhagen, Denmark, 1/2019–5/2019

Completed coursework: European Business Strategy: Case Studies

RELEVANT PROJECTS

Management 101 Semester Project
Saint Michael's College | 3/2018–4/2018

Planned, organized, and advertised 3K road-race. Negotiated raffle prizes from local organizations and recruited entertainment.

- ⇨ Achieved fundraising goals of 1K+ and donated all proceeds.

MOVE Office Student Employee Project
Saint Michael's College | 9/2019–12/2019

Organized a monthly donation drive with the goal of raising money for a local charity.

- ⇨ Developed marketing materials, advertised the event, and raised all necessary funds.

WORK EXPERIENCE

MOVE Student Employee
Saint Michael's College | 2016–Present

Conducted general office functions and supported the overall mission of the office through excellent customer service and attention to detail.

Summer Support Staff
Portland, CT Parks Dep. | 5/2019–8/2019

Developed advertising and marketing materials for local events. Organized town events including concerts and a 5K run.

LEADERSHIP EXPERIENCE

Service Leader & Volunteer Coordinator
Saint Michael's College | 2017–Present

Organize and coordinate student volunteers. Facilitated event for local senior citizens, booking caterer, DJ, and venue. Planned and decorated venue according to theme.

Relay for Life Volunteer & Coordinator
University of Vermont | 12/2018

Organized volunteers and advertised through tabling, social media, and info sessions. Communicated with UVM planning committee and transported all volunteers to the site.

TECHNOLOGY SKILLS

- ✓ Microsoft Office: Word, PowerPoint, Excel
- ✓ Adobe: Photoshop, Illustrator, InDesign