

## FINANCE DIRECTOR

### Summary

Marketing Manager accomplished in all aspects of campaign development, including copywriting and editing, list selection, email, social media marketing and production. Excited to grow with a company that is innovative, groundbreaking and revolutionary in the fields of journalism and social media.

### Education

2015

Bachelor of Arts : Journalism Southern Illinois University 1/4 City , State , US

2012

Associate of Arts : Creative Writing Lincoln College 1/4 City , State , US

### Leadership Experience

**Advocate** , Sisters Interacting Successfully August '12 -'14

*Center of Inclusive Excellence, Southern Illinois University*

- Mentor minority freshman women through their first year at the University
- Create programming that would aid in the esteem and retention of SIS participants
- Liaison between first year students and resources on campus.

**Vice President** , Blacks Interested in Business August '13 - '14

*College of Business, Southern Illinois University*

- Managed the progress of committee chairs, while maintaining positive professional relationships with other organizations on campus.
- Serve as contact person for the Minority Student Leadership Council.
- Speaker of the House during service events
- Created events that expanded beyond the College of Business into the Communications Department.

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**Finance Director** , Minority Student Leadership Council October '12

*Southern Illinois University*

- Liaison between Blacks Interested in Business and the Council.
- Created fundraising events to sponsor annual conference
- Allocated the council's finances to different committees for a productive annual conference
- Ensured financial responsibilities were being met on a weekly basis.
- Advocated for the council for funding from the university , raised \$2000.

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**Fundraising Director** , Blacks Interested in Business August '12

*College of Business, Southern Illinois University*

- Created Black Businessmen Banquet, that honored minority entrepreneurs from Carbondale, IL.
- Hosted product sales of merchandise for the organization.
- Created the 5 Points Program, which awarded finances to other organizations on campus that accomplished the 5 major points of B.I.B without hesitation.

### Experience

10/2012

Finance Director Company Name 1/4 City , State

- Liaison between Blacks Interested in Business and the Council.
- Created fundraising events to sponsor annual conference
- Allocated the council's finances to different committees for a productive annual conference
- Ensured financial responsibilities were being met on a weekly basis.
- Advocated for the council for funding from the university , raised \$2000.

08/2012 to Current

Advocate Company Name 1/4 City , State

- Mentor minority freshman women through their first year at the University
- Create programming that would aid in the esteem and retention of SIS participants
- Liaison between first year students and resources on campus.

08/2013 to 01/2014

Vice President Company Name 1/4 City , State

- Managed the progress of committee chairs, while maintaining positive professional relationships with other organizations on campus.
- Serve as contact personal for the Minority Student Leadership Council.
- Speaker of the House during service events
- Created events that expanded beyond the College of Business into the Communications Department.

Skills

Creative Writing

Public Speaking

Social Media Savvy

Event Planning