

Kelsey Allen

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Education

Master of Science in International Sport Management Dual Diploma **January 2013**

London Metropolitan University - London, UK – GPA: 3.40/4.00
State University of New York, College at Cortland – GPA: 3.75/4.00

Bachelor of Science in Physical Education **May 2011**

State University of New York, College at Cortland
Major: Physical Education; Minor: Anthropology - GPA: 3.78/4.00

Work Experiences

The Albany Devils Sales and Marketing Intern **September 2012 – present**

Albany, NY

Contributed to the success of the NHL affiliate through research of local businesses and schools, data entry, mailing, game operations, ticket sales, and customer service.

Ironman Triathlon Volunteer **July 2007 – present**

Lake Placid, NY

Contributed to the production and successful execution of a world-renowned endurance event, specifically the bicycle transition, and wet-suit peeling stations.

The Fix UK Event Management Team **March '12 – June '12**

London, England

Contributed to the execution of major 5 and 10k race events in London, including race day set-up, participant registration, and course marshaling.

Physical Education Teacher **January '11 – June '11**

Woodlawn Elementary: Schenectady, NY and Niskayuna High School: Niskayuna, NY

Fulfilled teacher responsibilities, including lesson planning and execution, grading and assessment, team teaching, and parent interaction.

Siena Soccer Camps Coach **July 2010 – present**

Loudonville, NY

Planned, organized and led daily camp activities, developed soccer skills, tactical concepts, and social skills in children aged 5-9.

Equipment Room Student Worker **Jan. '08 – Dec. '10**

Cortland, NY

Executed daily operations, including purchasing, distribution/collection, inventory monitoring, and maintenance of all equipment.

Summary of Qualifications

- Highly motivated, ambitious, and results-oriented individual with a passion for sport and dedication to excellence.
- Strong attention to detail while working quickly and accurately in high-pressure situations.
- Imaginative and creative state of mind, paired with organizational skills that match OCD tendencies.
- Excellent computer skills with Windows/Mac platforms, balanced by strong communication, customer service, and interpersonal skills.
- Ability to work efficiently and effectively in a team environment in addition to solo, self-monitored work.

Technology Skills

- Microsoft Word, Excel, PowerPoint.
- IBM SPSS 23.0.0, SAS 9.3.
- Website, Blog, and Podcast creation.
- Facebook, Twitter, LinkedIn.
- Photoshop, WMP video editing.

Graduate Coursework

- Sport Marketing
- Strategic Management in Sport
- Business and Finance of Sport
- International Sport Enterprise
- International Sport Law

Certifications

- American Red Cross CPR/AED and Infant & Child CPR (Valid through August 2013)
- Class D New York State Driver's License (Valid through Sept. 2018)