

# CHRIS SAMPLE

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## OBJECTIVE

Athletic administrator with opportunity to establish an environment of equal access to facilities and equipment while promoting healthy lifestyles for all athletes

## EDUCATION

### University of Wisconsin-Madison

*M.S. in Educational Leadership Policy and Analysis*

5/20XX

- Athletic Administration

### University of Wisconsin-Whitewater

*B.A. College of Letters and Sciences*

5/20XX

- Sport Management

GPA: 3.4/4.0

## CERTIFICATIONS

Standard and Emergency First Aid and Cardiopulmonary Resuscitation (CPR)

7/20XX

Certified Fitness Consultant (CFC)

11/20XX

## ADMINISTRATIVE & PROGRAMMING EXPERIENCE

### Assistant Manager

20XX- Present

YMCA, Madison, WI

- Established daily staff schedules based on attendance data to ensure staffing levels supported member safety
- Created welcoming and responsive environment for members through teaching and modeling effective communications to employees
- Provided regular staff support to ensure smoothly running operations and staff members were supported in their work with club members
- Conducted regular safety checks to ensure activities were in alignment with YMCA policies

### Learning Specialist Intern

20XX-Present

University of Wisconsin-Madison, Madison, WI

- Fostered academically underprepared student-athletes' foundational writing, study, and organizational skills
- Provided support and resources for athletes to build their confidence & independent success in the classroom
- Coordinated communication with the students' support team to ensure consistent assistance and encouragement for the students

## **COACHING AND ATHLETIC EXPERIENCE**

### **Intramural Sports Participant**

8/20XX-Present

University of Wisconsin-Madison, Madison, WI

- Practiced teamwork skills with teammates on an ongoing basis for up to 10 hours/week
- Developed leadership skills through managing communication between teammates

### **Youth Sports Coach and Referee**

8/20XX-20XX

Madison School and Community Rec League, Madison, WI

- Created opportunities for youth to learn and identify their growth in their sport throughout the season
- Organized and conducted parent orientation meetings
- Transported and set up equipment with regular equipment checks to ensure safety

## **VOLUNTEER EXPERIENCE**

### **Physical Therapy Assistant Intern**

8/20XX-12/20XX

Meriter Physical Therapy Center, Madison, WI

- Shadowed therapists working effectively with patients & observed therapists during day-to-day interactions with patients & staff to understand the general rehabilitation experience
- Enabled training & medical staff to focus on patients by providing office support
- Worked side-by-side with chiropractors to learn about prevention, diagnosis, & treatment of physical injuries and pains
- Enabled training & medical staff to focus on patients by providing office support

### **Student Tutor**

8/20XX-5/20XX

GUTS, University of Wisconsin-Madison, Madison, WI

- Participated in tutor-training session focused on how to provide support for skill development
- Provided one-on-one tutoring to students in a variety of disciplines