

JOHN P. DOE

123 Elm Street, Towson, MD 21252 • 410.555.1234 • jdoe@gmail.com

Education

Bachelor of Science, Sport Management

Towson University, Towson, MD

May 20XX

- Minor, Business Administration
- Recipient of Provost Scholarship from Towson University
- GPA: 3.5
- Experienced with Microsoft Office, SPSS, PASW, Adobe Dreamweaver
- CPR and First Aid certifications

Sport Management Experience

Marketing and Promotion Intern

Baltimore Blast, Baltimore, MD

January 20XX– present

- Write all pre- and post-game information releases and announcements
- Design, assemble and mail weekly marketing flyers
- Facilitate communication with local schools and organizations via phone and emails
- Organize half-time performances, exhibitions and activities with promotions team

Related Coursework

Organization and Administration of Intramurals

Towson University

September 20XX- December 20XX

- Designed a hypothetical budget for university club sports office
- Conducted a research project based on students' perceptions of intramurals sports and presented at National Intramural-Recreational Sports Association conference

Advanced Sport Marketing

Towson University

June 20XX- August 20XX

- Created a series of ten advertisements for campus recreation services using brochure, Web site, program and poster formats

Leadership and Coaching Experience

Captain, Quarterback

Towson University Football Team, Towson, MD

August 20XX-present

- Organize team fundraisers for charity organizations such as Race for the Cure
- Serve as a mentor for six children in the Mini Tigers Fan Club
- Collaborate with head coach to design team drills and practice techniques

Volunteer Coach

ABC Youth Football Stadium, Baltimore, MD

September 20XX- December 20XX

Member

LeaderShape, Towson, MD

August 20XX- May 20XX