**Mari Lappin**

Carmel Indiana

(317)[339-5434/mlappin4@gmail.com](mailto:339-5434/mlappin4@gmail.com)

**MY STORY**

Talented, multidisciplinary professional with business and creative background. Strong interpersonal, collaborative, and organizational skills. Aptitude for details, organization, and project management. Attending Web Developer Certification Program (finish May 2021).

[www.linkedin.com/in/marilappin](http://www.linkedin.com/in/marilappin)

Web Development Non-Profit Administration Financial Intellect

Social Media Client Management Workflow Management

Project Management/Training Client Engagement Customer Service

**BACKGROUND**

**The Patachou Foundation** Indianapolis, IN *May 2018-July 2020*

***Outreach/Volunteer Manager***

Non-profit focused on promoting equity, access, and opportunity through food for our most vulnerable IPS students. Cultivate and expand engagement of volunteers and donors. Communicate meaningful and compelling message consistent with The Patachou Foundation Brand through community private and public events along with one on one interactions. Foster and grow relationships with community partners and businesses. Proficient in Volgistics and Bloomerang software. Implement innovative and creative ways to reach targeted volunteer audience.

**Two Friends and a Lens Photography/Social Media** Carmel, IN  *2012-Present*

***Principal***

Provide Social Media Coverage of events, venues and businesses including professionally edited photographs. Write effective content for posts on various Social Media outlets consistent with client’s marketing and exposure objectives.

Capture candid and unique moments through event photography. Provide corporate photographic services, head shots, marketing, event and training photography

**Lappin 180** Carmel, IN *2007-2015*

***Director of Operations and Business Development***

Managed all operational, administrative, and financial aspects of this rapidly growing sales consulting and training company. Instrumental in development of the business from inception to $1M+ annual revenue. Critical role in creating original training content. Proficient in Microsoft Office.

Managed and edited website content. Successfully streamlined processes and saved costs by review of all legal documents and contracts. Effectively implemented QuickBooks. Coordinated all travel accommodations and venues.

**EDUCATION**

**Youngstown State University, Youngstown, OH**

**Bachelor of Science in Business Administration**

**Capital University Law School, Columbus, OH**

**Juris Doctorate** \*Ohio Bar Exam Passed

**Currently enrolled in Web Developer Certification Program through Eleven Fifty Academy. Estimated completion April 2021.**

**COMMUNITY/VOLUNTEER ACTIVITIES**

* **Indiana Children’s Wish Fund** – Indianapolis, IN Fundraising, Social Media, Volunteer
* **Carmel Clay Schools** - Carmel IN – Events, fundraising, sports club and music event volunteer
* **Patachou Foundation** – Indianapolis, IN Serve after school meals to low income and food insecure IPS students. Supervise field trips.
* **Heartland International Film** Festival – Indianapolis, IN Greeter and host of filmmaker an producer event
* **Others: Mozel Sanders Thanksgiving Dinner, Woodland Country Club, Meals on Wheels**