

Kathryn Ferrugia

Indianapolis, IN | 317.508.5228 | kcvferrugia@gmail.com

Seeking opportunities in software development to utilize my analytical and leadership skills and creative inclinations. Adept at multitasking in high-pressure work environments. Target driven and self motivated. Equal ability to perform autonomously, as a team leader, or as a supportive team player. Finely honed organizational, communication, presentation, research, critical thinking, analytical, decision-making, and problem-solving skills. Strong attention to detail and accuracy. Solid career background in academic, committee, and sports-related leadership roles.

EDUCATION & CERTIFICATION

.NET, expected graduation January 2018 ~ Eleven Fifty Academy, Indianapolis, IN

User Experience Design 2017 ~ CareerFoundry

Paralegal Certificate, 2014 ~ Duke University, Durham, NC

Master of Public Affairs, Criminal Justice, 2010 ~ Indiana University/Purdue University, Indianapolis, IN

Bachelor of Arts in American History, 1992 ~ William Smith College, Geneva, NY

RECENT WORK HISTORY

HALL, RENDER, KILLIAN, HEATH & LYMAN, P.C. Indianapolis, IN Paralegal
Jan. 1 - July 1, 2016

Assessed new project requests.

Tracked, managed and analyzed client/attorney e-mail correspondence. Monitored, maintained and uploaded project information to client databases.

ST. PIUS X SCHOOL, Indianapolis, IN Temporary/Substitute Teacher/volunteer
2012-2015

7th grade Health. Imparted knowledge and lead discussions on various topics regarding the physical, mental/emotional and social health of young teenagers.

Substituted in primary grades. Supervised students, kept them focused and on task.

Assisted or facilitated lessons and activities.

Kindergarten, 2nd grade, recess mom

NORTH CENTRAL HIGH SCHOOL, Indianapolis, IN Program Coordinator / Head Lacrosse Coach
2001-2012

Scheduled games, coordinated medical release forms, reviewed GPAs to determine eligibility, and administered referee payments.

Managed equipment inventory and purchasing function.

Developed lesson plans for Lacrosse practice, and orchestrated game site set-up.

Managed games and executed all-day, multi-team events.

FAIRFIELD UNIVERSITY, Fairfield, CT

Women's Lacrosse Coach ♦1996-2000 | Women's Assistant Soccer Coach ♦1996-1998

Developed game and practice schedule; arranged travel logistics. Ensured compliance with NCAA rules and regulations.

Evaluated and recruited players and hired new staff members. Awarded Metro Atlantic Athletic Conference Coach of the Year - 1996

Career Note: Held Soccer and Lacrosse Coaching roles at high schools and universities in early career.

VOLUNTEER LEADERSHIP EXPERIENCE

Lobsterpalooza, Event Chair, Indianapolis Opera, Indianapolis, IN; 2015

Board Member, U12 Coordinator, Glendale Soccer Association; 2014 - Present

Vice-President, Indiana Girls Lacrosse Association; 2002-2012 Coordinator/Director/Consultant, Youth Lacrosse Coach, Northside Lacrosse, Indianapolis, IN; 2011-2012

Lobsterpalooza Planning Committee, Indianapolis Opera, Indianapolis, IN; May-October 2012

Board of Directors, US Lacrosse Connecticut Chapter; 1999-2000

President, New England College Women's Lacrosse Association; 1998-2000