

Kayla Van Langen

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EDUCATION

The University of Iowa, Iowa City, IA

Anticipated May 2023

B.B.A, Finance; B.B.A, Business Analytics, Sport and Recreation Management Minor

GPA: 3.72/4.0

WORK EXPERIENCE

Program Student Assistant, University of Iowa Office of Admissions

December 2020-Present

- Schedule over 100 STAR members, tour guides, and department representatives to staff 9 visit days using Access
- Prepare 200+ informational folders per week to distribute to prospective students on campus tours

Business Student Ambassador, Tippie College of Business

August 2021-Present

- Present information to 50+ prospective business students and families to aid in their college decision process
- Lead tours of John Pappajohn Business Building and sit on student panels while sharing personal experiences

Student Accounting Assistant, University of Iowa Athletic Department

May 2022-August 2022

- Reconciled staff card spending monthly to ensure accuracy in monthly spending reports
- Reconciled and organized student athlete card loads to ensure efficiency when entering journal entries
- Designed and implemented new Excel formula to calculate taxable amounts on chartered flights
- Calculated taxable amounts on courtesy cars for athletics personnel

Box Office Intern, Forest City Owls Baseball Club, Forest City, NC

May 2021-August 2021

- Designed and printed 400+ tickets for each of the 31 home games throughout the summer
- Managed and organized all ticket sales including individual tickets, season tickets, group tickets, and will call
- Oversaw game day box office staff to ensure an efficient operation

COLLEGE ACTIVITIES

Hawkeye Host, University of Iowa Athletic Department

August 2021-Present

- Recruit potential future Hawkeye football players with the University of Iowa Football Recruiting Program
- Usher families onto Duke Slater Field at Kinnick Stadium to watch football warm-ups

Board Member, Sport Club Allocation Board (SCAB)

August 2021-Present

- Attend budget hearings for 30+ University of Iowa Sport Clubs
- Collaborate with 4 other board members to allocate \$50,000 of funds to 33 clubs based on hearings

LEADERSHIP EXPERIENCE

Treasurer, University of Iowa Track and Field Club

December 2019-Present

Member, University of Iowa Track and Field Club

August 2019-Present

- Oversee club finances and over \$3000 in club funds and ensure accurate accounting information
- Manage and organize all financial aspects of track club, including club fundraisers and collecting club dues

VP of Finance and Fundraising, Students to Assist Recruitment (STAR)

August 2021-May 2022

Member, Students to Assist Recruitment (STAR)

September 2019-Present

- Work closely with Student Organization Business Office to manage STAR accounts
- Provide welcoming environment for 300+ prospective students and their families (800+ people total)

Technology Chair, Delta Sigma Pi Professional Business Fraternity

May 2021-December 2021

Member, Delta Sigma Pi Professional Business Fraternity

October 2020-Present

- Update DSP website to display the most current information and accurately reflect the chapter
- Collaborate with 120 other brothers to grow as a business professional
- Uphold the three pillars of DSP: brotherhood, professionalism, and service