

SARAH MOTLEY

motleysarah22@gmail.com | (513) 858-9218 | linkedin.com/in/sarahmotleyy

EDUCATION

Denison University , Granville, OH <i>Bachelor of Arts, International Studies and Spanish</i> , Dean's List, Spanish Department Fellow	May 2026 GPA: 3.79
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London School of Economics and Political Science , London, United Kingdom <i>LSE Summer School</i> , Department of International Relations	June 2025-August 2025
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EXPERIENCE

Club Atlético Atlanta , Buenos Aires, Argentina <i>Communications Intern</i>	November 2024-December 2024
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- Collaborated with Director of Communications to support media relations, press functions, and sponsorship initiatives
- Supported daily operations for professional women's teams, including training and match preparation
- Engaged directly with athletes and staff in a Spanish-speaking, professional environment

City of Hamilton Government , Hamilton, OH <i>Planning Intern</i>	May 2024-July 2024
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- Prepared agendas and official minutes for the Planning Commission and Architectural Design Review Board
- Conducted on-site property visits and participated in interdepartmental projects, using Spanish when necessary
- Translated documents from English to Spanish, created quantitative graphs, and researched local economic development initiatives
- Served as first point of contact for 15-30 daily phone calls, assessing needs and directing solutions to appropriate departments

Walloon Lake Country Club , Walloon Lake, MI <i>Summer Camp Counselor</i>	June 2023-August 2023
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- Facilitated daily programming for an average of 25 children ages 3 to 12, in a fast-paced, team-oriented setting
- Promoted safety, collaboration, and positive behavior through developmentally creative program

Tulips Little Pop Up Shop , Bay Harbor, MI <i>Salesperson</i>	May 2019-August 2021
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- Delivered personalized customer service to an average of 40 customers per day in a high-end boutique setting
- Managed point-of-sale systems, inventory tracking, and cash handling

LEADERSHIP AND INVOLVEMENT

Denison University, Kappa Alpha Theta , Granville, OH <i>Vice President of Operations</i>	January 2023-Present November 2024-Present
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- Coordinate formal and semi-formal events per semester, organizing logistics of venue, transportation, and attendance for a chapter of 100 members
- Oversee operational risk management and safety guidelines

Denison University, Club Soccer , Granville, OH <i>President</i>	August 2022-Present
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- Organize logistics for 6-8 games a semester and a biannual intercollegiate tournament
- Communicate with 60-70 Denison students through direct communication, media posts, and promotional materials
- Increased average game and practice participation from 20 members to 60-70 active members

SKILLS

Spanish (Professional and Conversational Fluency) • Professional Communication in Multilingual Environments • Policy and Qualitative Research • Analytical and Policy Writing • Microsoft Suite and Google Workspace • Document Translation • Event and Operations Management • Meeting Documentation and Official Records