

CURRICULUM VITAE

Jamee Ann Pelcher

University of West Florida
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EDUCATION

- Ph.D. University of Tennessee - Knoxville, TN, May 2022
Program: Kinesiology and Sport Studies | Concentration: Sport Management
Advisor: Sylvia Trendafilova, Ph.D.
- Dissertation: Environmental sustainability in sport: An assessment of the environmental values, beliefs, and norms of sport management students in higher education institutions. [March 2022]
- M.B.A. Western Carolina University – Cullowhee, NC, May 2019
Specialization: Sport Management
- Capstone Project: Integrative Strategic Management: Highlands Biological Station
- Certificate Seattle University – Seattle, WA, June 2018
Sport Sustainability Leadership Graduate Certificate
Advisor: Brian McCullough, Ph.D.
- Capstone Project: NCAA Climate Commitment Protocol
- B.S.B.A. Western Carolina University – Cullowhee, NC, December 2017
Major: Sport Management
- B.S.B.A. Western Carolina University – Cullowhee, NC, December 2017
Major: Finance
Minor: Economics
- A.A.S. Southwestern Community College – Sylva, NC, May 2015
Major: Business Administration
- A.A. Southwestern Community College – Sylva, NC, May 2015

ACADEMIC EXPERIENCE

August 2023 – Present: *Assistant Professor*, Sport Management, Department of Commerce, College of Business, University of West Florida, Pensacola, FL.

August 2022 – August 2023: *Assistant Professor*, Sport Management, Department of Administration and Law, College of Education, University of West Florida, Pensacola, FL.

August 2019 – July 2022: *Graduate Teaching Associate*, Kinesiology, Recreation, and Sport Studies, College of Education, Health & Human Sciences, University of Tennessee, Knoxville, TN.

August 2018 – May 2019: *Graduate Assistant*, College of Business-Sport Management, Western Carolina University, Cullowhee, NC. Advisors: Charles Parrish, Ph.D. & David Tyler, Ph.D.

August 2017 – May 2019: *Peer Tutor*, Western Carolina University, Cullowhee, NC.

August 2017 – December 2017: *Student Teaching Apprenticeship*, Western Carolina University, Cullowhee, NC. Advisor: B. David Tyler, Ph.D.

Peer Tutor - Financial Aspects of Sport - Undergraduate SM 460 & Graduate SM 635
Created and taught budgeting module including discussion and project.
Learned technology applications and methodologies of teaching.

TEACHING ACTIVITY AND COURSES TAUGHT

University of West Florida (Undergraduate)

SPM 4604 – Governance in Sport

Designed to introduce sport management students to the concepts on how sport is governed. Students will investigate the history, philosophy, and current governance practices of major North American sport. Students will critically analyze different segments of the sport industry, learn about the characteristics of a governing body, and analyze the role of policy in sport governance.

Summer 2023 (Online) – 21 Students

SPM 3115 - Organizational Management and Leadership in Sport

Organizational behavior, management, and leadership issues specific to the sport business environment. Students will gain knowledge of management and leadership best practices in sport business. Students will also learn how a variety of management and leadership practices impact sport organizations.

Spring 2023 (Online) – 23 Students

SPM 3115 – Managing a Sport Organization

While many students want to work in sport, the question is what will they do in the sport industry? This course examines what students might do once they advance in their sport

industry careers and how they have to start/run sport organizations. Topics include planning, organizing the sport organization, hiring the right staff, monitoring/evaluating the staff, managing stakeholders, and the day-to-day work needed to run a sport business.

Spring 2024 (Online) – 25 Students

Fall 2023 (Online) – 27 Students

SPM 3004 – Introduction to Contemporary Sport Management

An introduction to the field of sport management that is required for all students in the major and available to students interested in working in the sport industry. It provides an overview of sport management rather than detailed instructions about how to manage sport enterprises.

Spring 2024 (Online) – 35 Students

Spring 2023 (Online) – 35 Students

Summer 2023 (Online) – 12 students

Fall 2022 (Online) – 32 Students

SPM 2010 – Sport in a Global Society

An examination of the ways in which sport contributes to or inhibits the formation of positive cultural or societal norms. The topics addressed in the course demonstrate the diversity of social impacts sport has had on global society and culture.

Spring 2024 (Face-to-Face) – 31 Students

Fall 2023 (Face-to-Face) – 35 Students

Fall 2023 (Online) – 26 Students

Fall 2022 (Face-to-Face) – 35 Students

Fall 2022 (Online) – 24 Students

SPM 4012 – Sociology of Sport

Students are introduced to the fundamental concepts of sports and sociology and examine various social phenomena taking place relating to sports such as violence and sports in schools and colleges. It introduces students to an array of social theories that apply to analyzing some social issues related to sports such as race and ethnicity, gender, social class, politics, and religion. This course will generate the awareness for students to understand the importance of, and pay attention to, the social functions of sports played in today's society.

Spring 2024 (Online) – 34 Students

University of Tennessee (Undergraduate)

RSM 440-Sport Marketing

Application of fundamental marketing concepts to the sport and recreation industries. Marketing research, promotions, advertising, fundraising, and assessment of marketing programs will be covered.

Fall 2021 (Online) – 50 Students

Spring 2021 (Online) – 51 Students

Fall 2020 (Online) – 35 Students

Spring 2020 (Face-to-Face) - 33 Students

Fall 2019 (Face-to-Face) - 33 Students

RSM 360-Sport Governance (Undergraduate)

Focus on the organizational structure and foundations of governing bodies to include youth sport, scholastic sport, community recreation, collegiate sport, professional sport, and international sport.

Fall 2021(Online) – 50 Students

Spring 2021 (Online) – 49 Students

Fall 2020 (Online) – 36 Students

COURSE DEVELOPMENT AND EDITING

University of West Florida

Undergraduate

SPM 3115 – Organizational Management and Leadership in Sport

SPM 3115 – Managing a Sport Organization

SPM 3004 – Introduction to Contemporary Sport Management

SPM 2010 – Global Sport in Society

SPM 3403 – Communication and Social Media in Sport

SPM 4604 – Governance in Sport

University of Tennessee

Undergraduate

RSM 440 – Sport Marketing

RSM 360 – Sport Governance

PEER REVIEWED PUBLICATIONS

Alibašić, H., Atkinson, C., **Pelcher, J.**, (2024). The Liminal State of Academic Freedom: Navigating Corporatization in Higher Education. *Discover Education*, 3(7). <https://doi.org/10.1007/s44217-024-00086-x>.

Pelcher, J., Trendafilova, S., & Graham, J.A. (2023). An evaluation of the environmental values, beliefs, norms, and behaviors of sport management students in higher education institutions. *International Journal of Sustainability in Higher Education*, 24(8), 1688-1704. <https://doi.org/10.1108/IJSHE-08-2022-0279> [IF: 4.12]

Trendafilova, S., Ross, W., Triantafyllidis, S. & **Pelcher, J. A.** (2022). Tokyo 2020 Olympics sustainability: An elusive concept or reality?. *International Review for the Sociology of Sport*. 58(3), 469-490. <https://doi.org/10.1177/10126902221110157>. [IF: 2.89]

Pelcher, J. A., Trendafilova, S., & Ziakas, V. (2022). Environmental sustainability at the President's Cup: An eagle or a double bogie? *Case Studies in Sport Management*. 10(S1), 36-40. <https://doi.org/10.1123/cssm.2021-0007>

Trendafilova, S., **Pelcher, J. A.**, & Graham, J. (2021). Sustainability content analysis of the PAC-12 conference athletic department websites: A longitudinal study 2018-2020. *Journal of Contemporary Athletics*, 15(3), 209-228.

Smith, S.S., & **Pelcher, J. A.** (2021). Sustainability Practices of East Tennessee Golf Courses. *Journal of Contemporary Athletics*, 15(2).

McCullough, B. P., & **Pelcher, J. A.** (2021). Instructor-student mentoring: Strengths of transformative sustainability learning and its direct application to impact industry and curricular refinement. *Sustainability*, 13(10768), 1-15.
<https://doi.org/10.3390/su131910768> [IF: 3.89]

Trendafilova, S., **Pelcher, J. A.**, Graham, J., & Ziakas, V. (2021). The ebbs and flows of green waves: Environmental sustainability in Grand Slam tennis. *Sport, Business and Management*, 11(3), 302-320. <https://doi.org/10.1108/SBM-09-2020-0090>. [IF 1.73]

Pelcher, J. A., & McCullough, B. P., & Trendafilova, S. (2021). Evaluating collegiate institution's environmental sustainability initiatives through the AASHE Stars reporting tool. *International Journal of Sustainability in Higher Education*. 22(2), 328-343.
<https://doi.org/10.1108/IJSHE-07-2020-0246>. [IF 4.12]

Orr, M., McCullough, B., & **Pelcher, J. A.** (2020). Leveraging sport as a venue and vehicle for transformative sustainability learning. *International Journal of Sustainability in Higher Education*, 21(6), 1071-1086. <https://doi.org/10.1108/IJSHE-02-2020-0074>. [IF 4.12]

McCullough, B. P., **Pelcher, J. A.**, & Trendafilova, S. (2020). An exploratory analysis of the environmental sustainability performance signaling communications among North American sport organizations. *Sustainability*, 12(5), 1-17.
<https://doi.org/10.3390/su12051950>. [IF 3.89]

Pelcher, J. A., & McCullough, B. P. (2019). Greening the university's front porch: Environmental sustainability in collegiate athletics. *Case Studies in Sport Management*, 8(1), 13-17. <https://doi.org/10.1123/cssm.2019-0005>.

BOOK CHAPTERS (Published and Submitted)

Pelcher, J. (submitted January 2024). Pedersen, P. M. (Ed.). Carbon Footprint. *Encyclopedia of Sport Management* (2nd ed.). Edward Elgar Publishing.

Pelcher, J. (submitted January 2024). Pedersen, P. M. (Ed.). Green Buildings. *Encyclopedia of Sport Management* (2nd ed.). Edward Elgar Publishing

Pelcher, J. (submitted January 2024). Pedersen, P. M. (Ed.). Sustainable Certification. *Encyclopedia of Sport Management* (2nd ed.). Edward Elgar Publishing

Fried, G., & **Pelcher, J.** (projected 2024 publish date). Marketing Risk Management. In G. Fried (Ed), Safety at First (2nd ed.). Carolina Academic Press.

Walker, K., Kropp, D., & **Pelcher, J.** (2024 publish date). Developing a Professional Perspective. In P. Pederson, L. Thibault (Eds.), *Contemporary Sport Management* (8th ed.). Human Kinetics.

Parrish, C., & **Pelcher, J.** (2018). Football in the United States: development, culture, and stadium politics. In J. M. De Waele, S. Gibril, E. Glorizova, R. Spaaij (Eds.), *The Palgrave International Handbook of Football and Politics* (pp. 531-555). London: Palgrave Macmillan. ISBN: 978-3-319-78776-3

PEER REVIEWED PUBLICATIONS UNDER REVIEW

Orr, M., Walker, R., & **Pelcher, J. A.** (in review). Natural to Artificial: A spectrum of sport spaces fit for the Anthropocene. Submitted to *Sport in Society*. [IF: 1.58]

Pelcher, J. A., Trendafilova, S., & McCullough, B. P. (in review). Environmental Behavior Framework Revisited: Where Do We Stand Ten Years Later and Where Do We Go from Here? Submitted to *International Journal of Sustainability in Higher Education*. [IF: 4.12]

Alibašić, H., Atkinson, C., **Pelcher, J.**, (in review). Strategic sustainability governance in the English Premier League: A quadruple bottom line analysis. Governance of the quadruple bottom line of the premier league clubs. Submitted to *European Journal for Sport and Society*. [IF: 2.4].

RESEARCH IN PROGRESS

Pelcher, J.A. (in editing stage). A brief history of environmental sustainability at the Olympics: A rapid review of literature. Targeted for *Olympika*.

McCullough, B., Kellison, T. & **Pelcher, J. A.** (in data analysis stage). Atlanta Falcon and Atlanta United Fans: Is there a difference in sustainability behaviors and beliefs?

Pelcher, J. A., McCullough, B. P., & Tyler, B. D. (in data collection stage). Division travel and EPA emissions: An analysis of Division I sports. Targeted for *Journal of Cleaner Production*.

PEER REVIEWED INTERNATIONAL/NATIONAL PRESENTATIONS

McCullough, B., Kellison, T., **Pelcher, J. A.**, & Cianfrone, B. (accepted January 2024). *Intrametropolitan Fan Responses to a Multi-sport Sustainability Campaign*. To be presented at the North American Society for Sport Management Conference, Minneapolis, MN in May/June 2024.

Pelcher, J., & Gardner, A. (accepted 2023, December). *A Tale of Two Cities: A Collaborative Self-Ethnographic Reflection on Teaching Debated Sociocultural Topics in Sport*. To be presented in February 2024 at the Applied Sport Management Association Conference, Knoxville, TN.

- Pelcher, J., & Trendafilova, S., Graham, J. & Bemiller, J.** (2023, May). *Developing Green Leaders: Exploring Sport Management Students' Values, Beliefs and Norms*. Presented at the North American Society for Sport Management Conference, Montreal, Canada.
- Pelcher, J.** (2023, February). *Are students concerned about environmental sustainability in sport?*. Presented at the Applied Sport Management Association Conference, Birmingham, AL.
- Trendafilova, S., Ross, W., Triantafyllidis, S. & **Pelcher, J. A.**, (2022, June). *Tokyo 2020 Olympics sustainability: An elusive concept or reality?* Presented at the North American Society for Sport Management Conference, Atlanta, GA.
- Pelcher, J., & Trendafilova, S.** (2021, June). *Sustainability at the President's Cup: An eagle or a double bogie?* Presented at the North American Society for Sport Management Conference.
- Pelcher, J., & Trendafilova, S.** (2021, February). *An Interview with Lee Spivak: Managing Principal of the Sports and Entertainment team with Waste Management Sustainability Services, about greenhouse gas reductions*. Presented at the Applied Sport Management Association Conference.
https://whova.com/portal/webapp/asmac_202102/Agenda/1462987
- Pelcher, J., & Trendafilova, S.** (2021, February). *An interview with Lee Spivak: Managing Principal of the Sports and Entertainment team with Waste Management Sustainability Services, about procurement for zero waste*. Presented at the Applied Sport Management Association Conference.
https://whova.com/portal/webapp/asmac_202102/Agenda/1462987
- Orr, M., Ross, W., & **Pelcher, J.**, (2020, May). *Simulated and controlled: Exploring the managerial implications of sport's evolution from natural to artificial environments*. Presented at the North American Society for Sport Management Conference, San Diego, CA.
- Pelcher, J. A., Trendafilova, S., & Graham, J.** (2020, May). *Is tennis acing the sustainability game?* Presented at the North American Society for Sport Management Conference, San Diego, CA.
- Schaer, K., **Pelcher, J.** & Trendafilova, S. (2020, February). *Sustainability content analysis of the Pac-12 conference athletic department websites*. Presented at the 50th Annual Meeting of Southeast Decision Sciences Institute, Charleston, SC.
- Pelcher, J. A., & McCullough, B. P.** (2019, June). *Getting athletics into the sustainability game: A self-ethnographic reflection of the fruits and experience of experiential learning*. Presented at the North American Society for Sport Management Conference, New Orleans, LA.

Pelcher, J. A., & McCullough, B. P. (2019, June). *A Student Led Case Study from an Experiential Learning Capstone Course*. Presented at the Teaching and Learning Fair at the North American Society for Sport Management Conference, New Orleans, LA.

Orr, M., Rowand, M., McCullough, B., & **Pelcher, J. A.** (2019, January). *Green teams, living labs and venue tours: Using sport as a venue and vehicle to elevate transformative sustainability learning*. Presented at the Fifteenth International Conference on Environmental, Cultural, Economic and Social Sustainability, Vancouver, Canada.

McCullough, B. P., & **Pelcher, J. A.** (2018, November). *Gaps in practice: Sustainability reporting in the sport industry*. Presented at the Sport, Entertainment, and Venues of Tomorrow Conference, Columbia, SC. [Finalist in Best Paper Competition]

REGIONAL/STATE PRESENTATIONS

Pelcher, J. A. (2019, April). *Irregularities between sustainability practices and website reporting in the professional sport industry: The case of Major League Soccer*. Presented at the Western Carolina University's 27th Annual Graduate Research Symposium, Cullowhee, NC.

INVITED PRESENTATIONS

Pelcher, J. A. (2023, November 7). *LEED, STARS, and students*. Invited presentation as part of Environmental Sustainability in Sport class at University of Tennessee-Knoxville.

Pelcher, J. A., Barry, T., Kellison, T., & Trendafilova, S. (2023, April 25). *Student engagement session: Sport & Sustainability*. Invited presentation as part of the North American Society for Sport Management (NASSM) student engagement series.

Pelcher, J. A. (2022, August 31). *USGBC-LEED sport stadiums*. Invited presentation as part of Environmental Sustainability in Sport class at University of Tennessee-Knoxville.

Pelcher, J. A. (2022, October 24). *Descriptive statistics*. Invited presentation as part of Research in Sport and Recreation class at Temple University, Philadelphia, PA.

Pelcher, J. A. (2022, March 29). *Environmental sustainability in sport*. Invited presentation as part of Socio-Cultural Foundations of Sport and Recreation class at University of Tennessee-Knoxville.

Pelcher, J. A. (2021, November 2). *Sport sustainability research*. Invited presentation as part of Environmental Sustainability in Sport class at University of Tennessee-Knoxville.

Pelcher, J. A. (2021, October 11). *Sustainability in the Olympics (Legacy & Greenwashing)*. Invited presentation as part of Socio-Cultural Foundations of Sport and Recreation class at University of Tennessee-Knoxville.

- Pelcher, J. A. (2021, August 31). *Applications of USGBC-LEED in sport*. Invited presentation as part of Environmental Sustainability in Sport class at University of Tennessee-Knoxville.
- Pelcher, J. A. (2020, October 13). *From academia to industry: The practical application of sport sustainability research*. Invited presentation as part of Environmental Sustainability in Sport class at University of Tennessee-Knoxville.
- Pelcher, J. A. (2020, September 1). *Environmental sustainability resources in sport (USGBC-LEED)*. Invited presentation as part of Environmental Sustainability in Sport class at University of Tennessee-Knoxville.
- Pelcher, J. A. (2019, September 3). *Sustainability resources in sport (LEED, NRDC, and GSA)*. Invited presentation as part of Environmental Sustainability in Sport class at University of Tennessee-Knoxville.
- Pelcher, J. A. (2018, November). *Sustainability in sport*. Invited presentation as part of Sport Event and Facility management class at Western Carolina University.
- Pelcher, J. A. (2017 & 2018). *Rabun Gap Budgeting Lesson and Project*. Invited presentation as part of the Sport Finance class at Western Carolina University.
- Pelcher, J. A. (2017). *Baseball in Cuba*. Invited presentation as part of the Global Sport & Culture class at Western Carolina University.
- Pelcher, J. A. (2017). *An Amazing Journey, Thanks to WCU and Our College*. Invited presentation at the Western Carolina University College of Business Board Meeting.
- Pelcher, J. A. (2017). *A Celebration of Giving*. Invited presentation at the Western Carolina University Madison Scholarship Luncheon.
- Pelcher, J. A. (2015). *Commencement Speech*. Invited presentation at the Southwestern Community College Student Commencement Speaker.
- Pelcher, J. A. (2015). Invited presentation at the Southwestern Community College Scholarship Fundraiser.
- Pelcher, J. A. (2015). Invited presentation at Southwestern Community College Scholarship Luncheon.

MEDIA & IMPACT

- Orr, M. (Host). (2020, August 14). *Climate Champions (Season 2, Episode 9)*. [Audio podcast]. Retrieved from <https://www.sportecology.org/podcast>

Center for the Study of Free Enterprise at Western Carolina University (Producer). (2019, July 8). Opening doors to new opportunities. *The Director's Blog*. Retrieved from <https://affiliate.wcu.edu/csfe/2019/07/08/opening-doors-for-new-opportunities/>

JOURNAL REVIEWER DUTIES

Ad Hoc Reviewer

International Journal of Sustainability in Higher Education, 2023
Environmental Engineering and Management, 2023
Heylion, 2023
The Journal of Electronic Gaming and Esports, 2022
Case Studies in Sport Management, 2022

INDUSTRY FUNDED RESEARCH

Sport Ecology Group

Formula 1: McLaren Racing, 2023, *Review of Climate Hazards at Race Sites*, \$10,000

COMPETITIVE TRAVEL GRANTS

Pelcher, J.A. (2023). *CEPS travel match award*. University of Western Florida. Amount: \$2,500

Pelcher, J. A. (2018). *CSFE Post-Baccalaureate travel grant*. Western Carolina University. Amount: \$5,000

Pelcher, J. A. (2017). *Graduate Student Association travel grant*. Western Carolina University. Amount: \$125

SERVICE

Professional

The Sport Ecology Group

Founding Member, 2019 - Present
Graduate Student Mentorship Initiative, Sub-committee Member, 2020 – Present
State of the Field Sustainability Report Card of Professional Sport Teams in North America 2020-2021

University/College/Department/Division

University of West Florida

Sport Management Student Organization, Advisor 2022 – Present
Pack-it-Pink volleyball game, October 2022 & 2023

Department of Commerce, College of Business
Peer Review of Assessment, October 2023
Peer review of Assessment (General Education), October 2023

Department of Administration and Law, College of Education and Professional Services
Search Committee, Legal Studies Assistant Professor, 2023
By-Laws Committee, De Facto Chair for Annual Evaluation document, August 2022 – May 2023

Tenure/Promotion Review, September 2022

University of Tennessee-Knoxville

Volunteer Score Keeper, Mercedes Benz Women's Collegiate Golf Championship, October 2019

Western Carolina University

College of Business

Advisory Board, July 2019 – Present

Creative Lead, Sport Sustainability Apprenticeship, January 2017 - May 2019

Dean Search Committee, January 2018 - April 2019

Strategic Action Plan Review (AACSB), October 2018.

Volunteer, College of Business Golf Tournament, April 2017

Student Organizations

Treasurer, Sport Management Association, August 2016 - May 2017.

Community

Volunteer Assistant Coach, Trailblazer's Volleyball Club, 2015 - 2016.

Volunteer Black Belt-Instructor, Legacy Kenpo Karate, 2010 - 2012.

CERTIFICATIONS

Lean-Six Sigma-TOC Yellow Belt, 2019

LEED Green Associate, U.S. Green Building Council, 2016 – Present

FELLOWSHIPS, HONORS, & AWARDS

University of Tennessee, Knoxville, TN

The Honor Society of Phi Kappa Phi, 2022

Western Carolina University, Cullowhee, NC

CSFE Post-Baccalaureate Research Fellowship, 2018 - 2019.

Mary & Charles Wayte Graduate Scholarship, 2018 - 2019

Western Carolina University College of Business Outstanding Senior, 2018

Western Carolina University Outstanding Sport Management Major, 2018

Western Carolina University Outstanding Finance Major, 2018

Western Carolina University Chancellor & Dean's List, 2015 - 2018

Alpha Sigma Lambda Honor Society, 2017

National Society of Leadership and Success, 2017

Western Carolina University Independent Insurance Agents of NC Scholarship, 2016

Western Carolina University Sport Management Association Scholarship, 2016

Tau Sigma Academic Honor Society, 2016

Southwestern Community College, Sylva, NC

Western Carolina University Chancellor's Scholarship, 2015

NC Community College System Academic Excellence Award, 2014

Who's Who Among Students in American Universities and Colleges, 2014

Southwestern Community College Honors Program Graduate, 2014

Phi Theta Kappa Honor Society, 2014
Alpha Beta Gamma, 2014
Southwestern Community College Pepsi Cola of Whittier Scholarship, 2013 & 2014
National Technical Honor Society, 2013

PROFESSIONAL AFFILIATIONS

Member, Partners in Sport-Tennessee Sport Management, 2019 – 2022
Member, North American Society for Sport Management, 2018 - Present.
Member, Green Sports Alliance, 2017 - Present.

PROFESSIONAL DEVELOPMENT

Security Awareness Training, June 2023
Tools for an Ethical Workplace, June 2023
AXIS Monday Morning Mentoring, January 2023 – May 2023
Checkpoint: Data Security and Privacy, June 2022
FERPA Training, June 2022
Preventing Harassment and Discrimination Training, June 2022
Kognito: At-Risk Training for University and College Faculty and Staff, June 2022
Getting into Online Teaching, May 2021
The Sport Ecology Graduate Student Mentorship Initiative, September 2019 – May 2022
Instructor Training for Working with Students with Disabilities, September 2020
Title IV Training, October 2019 - 2022
Clery Act Training, August 2019
CITI Program Training, July 2019
CRLA Peer Tutor Training, 2013 - 2015

PROFESSIONAL EXPERIENCE

2009 - Present: *Accountant/Financial Advisor*, nViable, Inc., Franklin, NC.

Perform financial management and fiscal support activities
Reconcile bank accounts, accounts payable & receivable
Manage payroll, taxes and prepare quarterly & yearly corporate reports

May 2017 - December 2017: *Assistant to the Athletic Director*, Rabun Gap-Nacoochee School, Rabun Gap, GA.

Inventoried, organized and created spreadsheet to track uniforms
Examined, organized, and created spreadsheet for 2016/2017 fiscal year-end report for athletic department budget
Assisted in game day set-up and operations
Attended athletic conference meetings
Accompanied teams to athletic events

August 2016 - September 2016: *Registration/Budget Coordinator*, Mountain Heritage 5K Race, Western Carolina University, Cullowhee, NC.

Generated more efficient registration platforms that increased number of participants

Increased deposit into the Sport Managements Association Scholarship Fund by 136%
from 2015 without increasing registration fees
Created and reconciled race budget

October 2015 - May 2016: *Consultant*, Trailblazers Volleyball Club, Rabun Gap, GA
Consulted on start-up of new volleyball club
Guided club on development of handbook, pricing, fund raising & tournaments
Collected and summarized game statistics, compiled videos & instructed on recruiting techniques

January 2007 - December 2010: *Co-Owner/Manager*, D & J Legacy Horse Farm, Franklin, NC.
Managed and performed all aspects of large-scale quarter horse breeding farm.
Prepared and handled all financial responsibilities including budget and accounting
Coordinated daily care including feeding & health programs, field & foaling care
Prepared strategic business and marketing plan to secure financial investment
Created social media, advertising sites, initiated sales at rodeos

2011 – 2012: *Restaurant Owner*, Livingston's Bar & Grill.

2009 – 2011: *Restaurant Owner*, The Hidden Gem Café.

1996 – 2009: *Restaurant Owner*, The Chef & His Wife.

Conceptualized and organized complete restaurant/catering start-up and reorganization
Handled inventory, cost control and purchasing while coordinating sustainability efforts including recycling, upcycling (oil), and supply chain management
Planned, organized, and executed hospitality and catering for golf tournaments/events
Performed all fiscal responsibilities for business
Unified staff into a cohesive, cooperative team committed to premium guest service and optimum profitability
Created comprehensive marketing plan to establish advertising campaign, established social media campaign