**Molly Management**

213 Tine Street, Boulder, CO 80303| Molly.Management@colorado.edu |213-321-2133

**Education:**

**University of Colorado at Boulder** - **Leeds School of Business**

Bachelor of Science in Business Administration with emphases in Marketing and Management May 2015

**University of Autonoma Barcelona,** Barcelona, Spain January-April 2014

 Semester abroad studying general education and entrepreneurial business

**Leadership:**

**Peer2Peer**

*Executive Board Member and Mentor* August 2011-Present

* Brainstorm with board members monthly to plan events, workshops, initiate program improvements
* Mentor three freshmen students throughout their first year in the Leeds School of Business

**Alpha Chi Omega** January-December 2013

*Vice President of Public Relations and Marketing*

* Maintained the CU Alpha Chi Omega webpage and social media pages
* Designed Greek apparel, organized orders, and managed distribution for the chapter
* Created newsletters to update alumnae on events once a semester

**Experience:**

**Buffalo Sports Properties,** Boulder, COSeptember 2014-Present

*Marketing and Sponsorship Sales Intern*

* Provide planning and on-site support for all sponsorship activation, game giveaways, and hospitality
* Create sales proposals and sponsorship recaps
* Present sales staff with educated prospect leads

**Boulder Granola,** Boulder, CO June-September 2014

*Sales and Marketing Intern*

* Promoted product at local markets and natural food events
* Reached out to local companies to carry product in stores
* Connected with bloggers to get featured on websites

**Leeds School of Business CoLab,** Boulder, COJune-August 2014

*Event Coordinator*

* Executed logistics of a college-wide “welcome and team building” event for incoming freshman
* Managed 90 incoming freshman as they performed outdoor challenge activities

**Mary Bradley Events,** Pennington, NJSummers 2013, 2014

*Assistant*

* Worked with planner to coordinate 20+ events including weddings, corporate events and private affairs
* Communicated frequently with vendors and clientele to ensure customer satisfaction

**Small Change Marketing Group,** Trenton, NJMay-August 2013

*Intern*

* Evaluated local market to identify strategies to increase fundraising and game attendance
* Established and grew new sponsorship relationships in person and through email outreach

**Computer Skills & Additional Information:**

* Proficient in Microsoft Office and Excel
* Volunteered with Olympic Development Soccer Program for the past six years