

Lauren Elizabeth McCarthy

Professional Experience (with stipend)

JJPR Account Assistant ▪ March 2011-Present

Provide support for writing assignments, event coordination, production and promotions and media relations outreach

Campus Programming Board Chair ▪ April 2010-April 2011

Manage budget of \$75,000+

Appointed as Student Government Association Secretary of the Interior ▪ March 2010-April 2011

Preview Orientation Intern ▪ January 2010-August 2010

Organize four Summer Orientation Programs and coordinate staff of 29 Preview Guides

Summer Worker for Office of Student Activities ▪ Summers of 2008, 2009 & 2010

Plan and implement Welcome Week Activities

Preview Guide ▪ Summers of 2008 & 2009

Appointed as Student Government Association Secretary of the Press ▪ Spring 2009-Spring 2010

Produce and approve all SGA Publicity and manage budget of \$5,000+

CPB Vice Chair of Special Events ▪ Spring 2008-Spring 2010

Plan and Implement 10+ events per year with \$15,000+ budget

Appointed as Student Government Association Vice President of Publicity ▪ Spring 2008- Spring 2009

Produce and approve all SGA Publicity and manage budget of \$5,000+

Volunteer/Leadership Experience

Spring Hill College Director of Student Involvement Search Committee Member ▪ September 2010-November 2010

President of Lambda Pi Eta Honor Society for the National Communication Association ▪ April 2010-April 2011

Spring Hill College Student Alumni Ambassador ▪ April 2010-May 2011

Westlawn Elementary School Tutor ▪ Fall 2007-May 2011

ADPRO (Advertising and Public Relations Organization) Member ▪ Fall 2007-May 2011

Springhillian Ambassador Tour Guide ▪ Fall 2007-Spring 2009, Spring 2010-May 2011

Student Activity Fee Budget Allocation Committee ▪ Spring 2008, Spring 2009, Fall 2009, Spring 2010

I LEAD Emerging Leaders Retreat Small Group Leader ▪ Spring 2009

Spring Hill College Student Panel Presidential Selection Interview Committee ▪ Fall 2008

Elected as Student Government Association Class Senator ▪ Fall 2007-Spring 2008

Campus Programming Board General Board member ▪ Fall 2007-Spring 2008

Awards & Honors

Student Life Achievement Award ▪ Spring 2011

Andrea LaPointe Service Award ▪ Spring 2011

J. Franklin Murray S.J. Award in Communication Arts ▪ Spring 2011

Alpha Sigma Nu, Jesuit Honor Society ▪ Inducted November 2010

Bettie Hudgens' Memorial Student Award ▪ Fall 2010

Leader for Others Award ▪ Spring 2010

Freshman Leadership Cup ▪ Spring 2008

Campus Programming Board Organization Member of the Year ▪ Spring 2008

Spirit of Spring Hill Award ▪ Spring 2008, 2009, 2010 & 2011

Skills

Experience with multi-tasking, time management, event planning and budgeting, problem-solving, ability to work independently, ability to work with or through others; Microsoft Office, social networking technology (i.e. Facebook, YouTube, Myspace, LinkedIn), InDesign, SPSS

References: Available upon request

Education

Spring Hill College, Mobile, Ala.

B.A. in Communication Arts in Integrated Communication

May 7, 2011 ▪ GPA: 3.7/4.0, Magna Cum Laude

lemccarthy@gmail.com