

Jenna Marston
2214 10th St Apt 3
Brookings, SD 57006
(402)203-3692

Work Experience:

South Dakota State University

August 2011-Current

Brookings, SD 57006

Graduate Teaching Assistant for Journalism & Mass Communications

- Grading and advising over 200 Mass Communications 151 students
- Working with the supervising professor to prepare students for tests and papers

South Dakota State University

August 2010-Current

Brookings, SD 57006

Assistant Academic Advisor for Athletics:

- Hiring, scheduling and supervising math tutors
- Mentoring and advising student-athletes
- Organizing and planning events for athletics: Toys for Tots, Summit League Food Fight, Young Professionals Experience, SDSU Senior Banquet
- Running Flip Cam and making videos and writing press releases after events

Ann Taylor

Summer 2010-Current

Village Point Mall

Omaha, NE 68022

Assistant Manager & Stylist:

- Tracking store sales and comparing sales to the previous year
- Setting daily sales and credit card goals for sales associates
- Communicating promotional information to the sales team
- Overseeing, encouraging and advising the sales team on how to increase individual sales
- Resolving customer conflicts as they occurred

Ann Taylor Loft

Summer 2006-2009

Village Point Mall

Omaha, NE 68022

Sales Associate

- Listened to understand client needs and
- Worked with customers and using a positive yet assertive approach and upselling to meet and surpass sales goals
- Took initiative to creatively make store displays for optimal product placement

Public Research Company

Summer 2006-2007

975 Q St Omaha, NE 60382

Phone Interviewer:

- Used communicative and listening techniques to persuade participation in phone interviews
- Made the participant feel confident in confiding personal information and making judgments for filing reports for serious hospital violations

Extracurricular Activities:

South Dakota State University Softball Student Mgr.

SDSU 2009-2010

- Organized philanthropies in the Brookings Community
- Helped market games through promotional events and signage

Orioles Softball Coach

Bergschenhoek, Holland Summer 2009

- Coached the 14 and under softball team
- Encouraged individuality and self-expression while teaching softball techniques
- Worked on overcoming the language barrier

South Dakota State University Softball

SDSU 2005-2009

- Pitched for SDSU compiling many records
- Traveled to tournaments while keeping up on missed class work
- Maintaining above a 3.0 GPA
- All Conference Awards and Team Awards as well as breaking several team records
- Team leader to underclassmen on and off the field

Alpha Xi Delta Women's Fraternity

SDSU 2005-2009

- Historian position (2008): organized, documented and preserved historical information
- Attended weekly meetings
- Helped committee achieve fraternity goals
- Lead in recruitment

Education:

Graduated 2005

Elkhorn High School: Omaha, NE

Graduated May 2010

South Dakota State University: Brookings, SD
Biology Major

August 2010-May 2012

South Dakota State University: Brookings, SD
Masters in Communications and Journalism
(4.0 GPA Cumulative GPA)

References

Dr. Matthew Cecil

Associate Professor

Department of Journalism and Mass Communication

Yeager Hall, 236

Brookings, SD 57007

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Laurie Melum

Associate Athletic Director of Academics

South Dakota State University Athletics

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Brookings, SD 57007

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