

I currently do not have any events that I can say I have planned from beginning to end individually. However, I believe the skills and abilities required to plan an event were highly illustrated through my responsibilities during my experiences with the 2009 Empty Bowls event.

My main responsibility was as an executive chair for the Media/Writing/Production (MWP) team. With this position came constant duties, both daily and weekly. As a chair, I assisted the campaigns director in supervising the agency.

For the event, I organized event positions and then provided each of the 15 agency members with a shift schedule. I formulated six shifts and made sure each individual had experience in one of the 15 positions at the event.

In addition to being part for the MWP team, I worked closely with the business team to secure items for the silent auction. I solicited local businesses and celebrity individuals to donate items. For instance, the business Celebrity Auctions donated 16 items to be auctioned at the silent auction. Also, legendary Marshall University football coach, Red Dawson, provided an item and his time for the event.

Overall, being a major part of the 2009 Empty Bowls event prepared me to pursue a career as an events planner. I believe experience with the nonprofit fundraiser, Empty Bowls, has benefited me to work with other types of events, such as weddings, corporate functions, concerts, fundraisers, community, and others.