

Michelle Gregg
786 Stanbridge Drive, Kettering, OH 45429
Cell: 937.657.3996
Email: greggme@miamioh.edu

Education

Archbishop Alter High School
Kettering, Ohio
2011 – 2015

Miami University
English Literature and Strategic Communications Candidate
Oxford, Ohio
2015 – Present

Work Experience

Club Sports Supervisor – Student Manager
Miami University Rec Center
August 2015 – Present

- Assisting the Athletic Trainers from the local hospital at sporting events: running on to the field to help injured players, and communicating with spectators about the rules of the field and safety precautions.
- Developing and posting content for the Club Sports' social media pages.

Athletic Ticket Office
Miami University
May 2016 – Present

- Facilitating in-person and over-the-phone ticket sales, resolving customer concerns, distributing tickets on the day of the games, and making sales using an online database.
- Communicated deadlines, prices, and details about game-day events successfully to patrons.

Summer Reading Club Assistant
Woodbourne-Centerville Public Library
May 2016 – August 2016

- Helping children and teenagers sign up for the Summer Reading Program and answering parent questions.
- Maintaining an organized database of information about the participants.

Interests/Activities

- Retreat Leader for High School Juniors: 2014 – Present (1000+ hours)
- Miami University Women's Rugby Football Club: 2016 – Present
 - Fundraising Chair for 2017 Spring and Fall Semesters
 - Vice President for 2018 Spring and Fall Semesters
- *The Miami Student*, Student Newspaper: 2015-2016