

Lee Dership

777 Glades Road
Boca Raton, FL 33431

Cell: 561.555.5555, Email: LeeDership@gmail.com

EDUCATION

M.Ed., Higher Education Leadership, Florida Atlantic University
Graduation: May 2016
Boca Raton, FL

B.A., Communications with a Focus in Mass Media Communication, University of Kentucky
Graduation: May 2013
Lexington, KY

Study Abroad, Fine Arts, Culture and Theater, *Paris, France* (Summer 2011)

PROFESSIONAL EXPERIENCE

Academic Advisor June, 2016 – Present
University Advising Services, Florida Atlantic University
Boca Raton, FL

- Connect, engage, and create a course schedule with 400 freshmen, sophomore, first time in college, and transfer students
- Utilize the Appreciative Advising Model to better assist and connect with students
- Oversee and supervise four student workers, Peer Associates, as they manage and assist at each of the three front desks within University Advising Services
- Assist with various committees ranging from Training to the Social Committee

Hall Director, University Village Apartments July 2015 – May, 2016
Department of Housing and Residential Life, Florida Atlantic University
Boca Raton, FL

- Handle conduct violations as a trained Conduct Officer
- Plan, organize, and implement opening and closing move schedules for 450 students
- Transition summer school move-out and fall student move-in overlap for 200 students
- Advise and mentor the Community Council
- Performed Hall Coordinator duties below in addition to these duties

Intern January 2016 – Present
University Advising Services, Florida Atlantic University
Boca Raton, FL

- Shadow current UAS/ACCESS advisors during their one-on-one Appreciative Advising sessions with students
- Present Academic Workshops for current ACCESS students
- Learn the details associated with flight plans, IFP details, and the specific requirements for each major.

Hall Coordinator, Innovation Village Apartments-South January – May 2015
Department of Housing and Residential Life, FAU
Boca Raton, FL

- Supervised, advised, and mentored 12 Resident Advisors and supervised 24-hour Front Desk
- Handled and carried out all payroll for Desk Attendants working the Front Desk
- Collected, approved, and organized all RA Programming requests for the building
- Handled any issues on campus for three weeks while on the on-call rotation

Graduate Assistant for Residence Education July 2014 – Jan 2015
Department of Housing and Residential Life, FAU
Boca Raton, FL

- Created programs for students involved in housing sponsored communities, including Second Year Experience and First Year Experience student communities
- Created and updated the monthly Housing and Residential Life newsletter, including updates from each residence hall on campus

Marketing Intern, Public Relations and Marketing Department Fall 2011 – Spring 2013
University of Kentucky
Lexington, KY

- Helped manage the University of Kentucky's social media accounts
- Wrote press releases and mass mailings to incoming prospective students

Senior Resident Advisor, Office of Residential Life

University of Kentucky

Aug 2012 – May 2013

Lexington, KY

- Coordinated the 24-hour front desk coverage with the Resident Advisors in the building and off-campus students in additions to duties below.

Resident Advisor, Office of Residential Life

University of Kentucky

Aug 2010 – May 2012

Lexington, KY

- Assisted incoming freshmen in the transition from high school to collegiate life by creating a sense of belonging
- Referred students to appropriate campus and community resources
- Mentored students about how to handle college and family adjustment issues
- Assisted the Hall Director in monitoring students' academic performance and needs
- Coordinated and delivered 3-4 programs for students in the building

PROFESSIONAL ORGANIZATION

- **Chi Sigma Alpha, Student Affairs in Higher Education**, Member, January 2016
- **National Association of Student Personnel Administrators**, Member, January 2016

COMMITTEE ENGAGEMENT**Social Committee**, University Advising Services, July 2016 – Present

- Assist in organizing events to engage fellow coworkers in creating an inclusive culture within the UAS/ACCESS workplace

Training Committee, University Advising Services, June 2016 – Present

- Assist in the training planning for new hires into the department
- Organize and prepare training materials for new employees within UAS and ACCESS

Social Justice and Inclusion, Department of Housing and Residential Life, Fall 2015 – May 2016

- Discussing ways to better include and bring awareness of diversity to the students living on campus.

Keys and Desk Operations, Department of Housing and Residential Life, Fall 2015 – May 2016

- Working with fellow Housing personnel to discuss ways in creating smoother and more seamless interactions within administrative tasks in the building front offices.

LEADERSHIP EXPERIENCE**Shadow, LDR 2010: Introduction to Leadership**, Florida Atlantic University, (August 2016 – November 2016)**Mentor, The Mentor Project**, Florida Atlantic University (January 2016 – Present)

- Connect with and mentor a First Time In College (FTIC) student at FAU.
- Meet with and develop a mentor/mentee relationship
- Provide the student with a professional connection associated with FAU.

Youth Counselor, The Church, Cincinnati, OH (Sept 2013-July 2014)

- Mentored and encouraged middle school and high school students by attending conferences and youth based programs

Director, National Residence Hall Honorary, Wildcat Chapter, University of Kentucky (Aug 2011 – May 2013)

- Organized and lead students in the residence halls with organizing monthly Of The Month (OTM) nominations as well as organized and coordinated the Residence Life's End of the Year Banquet, with food and an awards ceremony for over 250 people.

Participant, Principles and Practices of High Impact Leadership Course, University of Kentucky (Fall 2012)

- Taught by LT. Col. Cummins of the US Army, this class tested and challenged the students of the course to best understand their leadership styles and how they can impact those around them, both while at UK and after graduation.