

Baylen Rutherford

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Highlights

- Passionate and personable member of team staffs with 4 years' intern and work experience in scholastic and collegiate athletic departments and football programs
- Adept in evaluating high school, junior college and collegiate prospects
- Detail oriented, focused, and efficient on the sideline and in the office
- Experience coaching Running Back drills at the collegiate level
- Educated in Management and Administration in both business and sports fields

Experience

CITY OF FORT COLLINS | FORT COLLINS, CO | JUNE 2022-CURRENT

RECREATION AID

- Assist kids with disabilities participate in camp activities, from crafts to athletics
- Organize kid friendly activities for camp participants from 15 to 40 participants
- Use preventative and conflict resolution skills to mediate conflicts with camp members with learning disabilities and other camp members or staff
- Write reports on members of the ARO program on behavior and communicate with members' parents

UNIVERSITY OF VIRGINIA'S COLLEGE AT WISE FOOTBALL | WISE, VA | AUGUST 2019-CURRENT

RUNNING BACKS' COACH (MAY 2022-DECEMBER 2022)

-Continued role of Director of Player Personnel plus additional duties consisting of:

- Create personal workout plans for each of the seven members of the Running Back group
- Create practice plans for daily practices during and out of season practices
- Run position meetings, watching film and analyzing player performance
- Evaluate and recruit all prospective Running Backs for the program
- Create scouting reports for upcoming opponents weekly
- Breakdown upcoming opponent defenses' trends and find ways to exploit the defense
- Create personal and mentor relationship with the seven members of the Running Back group

DIRECTOR OF PLAYER PERSONNEL/ACADEMIC COORDINATOR (MARCH 2020-DECEMBER 2022)

-Continued role of Football Operations plus additional duties consisting of:

- Analyze Team Personnel needs and evaluate, rank and define prospects that best fit the Teams' needs
- With Recruiting Coordinator, organize Junior College and High School recruiting plan & enactment
- Recruit high school and junior college football players from across the country
- Help set up recruiting visits, preparing locker room, green screen, academic presentation, and meals
- Academic Advisor for the 115 members of the football team
- Coordinate Academic plans for at-risk student athletes (roughly 40 students)
- Meet weekly with at-risk student athletes
- Coordinate study hall for the football team, organize time, rooms, athletes and supervision

FOOTBALL OPERATIONS/VIDEO COORDINATOR (AUGUST 2019-MARCH 2020)

- Cut practice and game film daily during season for coaches and opponents to watch
- Find and hire multiple film staff for practice/games
- Helped to organize team trips to away games, including hotels, buses, meals
- Assisted offensive coaches with drills during practice, especially wide receivers
- Assisted in all equipment organization and dispersion for the football program

COLORADO STATE FOOTBALL PLAYER PERSONNEL DEPARTMENT | FORT COLLINS, CO | JULY 2018 – DECEMBER 2018 – INTERN

- Compiled list of over 1000 prospects each week and sorted by position and rating
- Created spreadsheet to track game results and stats for all of the team's recruits each week
- Reviewed film of and evaluated defensive back and tight end prospects as potential recruits
- Created video cut-ups of recruits, editing video footage to show significant plays from each game
- Helped run game day recruiting visits at CSU Stadium

POUDRE SCHOOL DISTRICT ATHLETIC DEPARTMENT | FORT COLLINS, CO | MARCH 2018 – APRIL 2019 - INTERN

- Organized and coordinated high school sporting events with over 300 participants
- Create middle school sports schedules for fourteen sports
- Communicated middle school sport by-laws to coaches
- Integrated character initiatives in the district athletics program

Education

B.S. BUSINESS ADMINISTRATION | DECEMBER 2018 | COLORADO STATE UNIVERSITY

- Concentration: Organization & Innovation Management
- Minor: Sports Management
- Business Certificates: Human Resource Management, International Business, Supply Chain Management

Honors

- Member of the Denver Broncos Sports Management Institute
 - Chosen as one of 50 members for semester out of hundreds of candidates
- Member of Sonny Lubick Leadership Seminar in Colorado State College of Business
 - Nominated by peers and staff of College of Business; one of 17 members chosen for semester

Software Skills

- Experience using the recruiting software ARMs, JumpForward and Recruit.co
- Proficient using Microsoft applications: Excel, Word, Teams, and Powerpoint
- Experience using Google collaborative and file sharing software Docs, Sheets and Slides