

## Professional Summary

I am an established and innovative leader, coach, administrator and mentor with an extensive background in sports management, administration and fundraising. I am an individual with proven expertise in motivating and mentoring others to achieve goals while prioritizing and strategizing for successful programs. My background includes leadership and supervision in student affairs, athletics, admissions, behavioral management, administration, collegiate and high school coaching, as well as facilities management, scheduling, and budgeting.

## Professional Skills

- Creative
- Innovative
- Critical Thinker
- Problem Solver
- Multi-Tasking
- Cultivating Sponsorships
- Fundraising (over \$1 Million dollars in 12 months)
- Building and Sustaining winning cultures
- Accountability/Fiscal Responsibility
- Leadership Skills and Development
- Event Management and marketing
- Facility Development and Renovation
- Public speaking/author
- Recruiting/Hiring/Growing staff
- Retention
- Website Development
- Student Affairs- IPEDS
- Community Engagement

## Education

### Marietta College

Master of Arts in Liberal Learning- M.A.L.L.  
(concentration in Leadership Management)

Marietta, OH  
May 2007

### Otterbein University (formerly college)

Bachelor of Arts  
Major: Business Management

Westerville, OH  
June 2005

### N.I.A.A.- National Interscholastic Athletic Administrators Association

University of Maine-Maine Center for Sport and Coaching – *Certified Athletic Administrator/CAA*

RAA-February, 2013

CAA- June 2016

### Mental Performance Mastery (MPM) Certification

July 2019

## Experience

### Strongsville City Schools

Strongsville, OH

#### Athletic Director for Strongsville High School (Division I; 1990 Students)

January 2019-Present

- Helped lead Athletic Department to first State Championship in 10 years
- Implemented a mental health program and mental toughness program for athletes and coaches
- Chair of Leadership Team for Leukemia and Lymphoma Society- Student Visionary of the Year Program
- Member of the NIAAA Publications Committee since 2019 and named Vice Chair in 2023
- Rebuilt and revamped Athletic Hall of Fame
- Helped produce over 20 Conference Championships in 4.5 years
- Created Generation Spirit- a new all inclusive spirit squad for students with disabilities and students without
- Helped lead district to first ever National Championship in the fall of 2020
- Continue to increase participation by as much as 50 kids every year
- Secured over \$1 Million in first 12 months in the position with new corporate sponsorship program
- Strategically renovated Gymnasium with (2) LED HD Video Jumbotron Scoreboards (\$125,000)
- Developed a coaches convocation for Professional Development along with an Athletic Scorecard for accountability
- Created an athletic TBT model to implement new standards and accountability for the athletic department
- Helped build and implement a department wide strength and conditioning app for all teams
- Interviewed, hired and trained all head and assistant coaches
- Secured an UNDER ARMOUR ALL SCHOOL DEAL

### West Bend Joint School District

West Bend, WI

#### Athletic Director for East High School/Attendance Coord. (Division II; 1167 Students) June 2016-Dec. 2018

- 2018 TOP 5 Finalist for Varsity Brands Most Spirited Athletic Director/National Athletic Director of the year Award
- Increased participation by over 118 students from Fall of 2016 thru December 2018 while enrollment declined
- Helped lead department to best athletic years since 2002; wrestling had its best season since 1997.
- Fundraised over \$10,000 for St. Jude Children's Children Hospital during community event in December 2018

- Implemented FAMILYID for online registration for athletics and co-curriculars
- Secured major gifts of \$500,000 in 2018 for weight room and Fieldhouse Renovation projects; softball scoreboard
- Led a \$2 Million dollar project to renovate high school baseball complex; wrote grant for Ripken Foundation
- Created Coaches Manual to help mentor coaches
- Hosted WIAA State Tournament Seed meetings, WIAA state tournament games and end of season conf. meetings
- Helped principals with tracking attendance and truancy
- Helped build and implement a department wide strength and conditioning app for all teams
- Developed and implemented a coaches and student-athlete leadership team and 10- week leadership program
- Created an Athletic Director challenge with each team to create relationships, build culture
- Developed and implemented a new salary structure for coaches
- Wrote several business proposals in order to achieve competitive advantages (i.e. Strength and Conditioning coach)
- Managed budget of roughly \$900,000
- Secured an UNDER ARMOUR ALL SCHOOL DEAL
- Developed and implemented first ever weekly TV show for the athletic department
- Created athletic website for East Athletics and all the youth programs; Also developed a FAN REWARDS APP
- Developed and implemented new youth start-up programs in basketball and soccer
- Developed new reading program for to bring the elementary schools and the high schools together

## Wellington Exempted Village School District

Wellington, OH

**Athletic Director for grades 7-12; Defensive Coordinator (475 students)**

August 2013-May 2016

*\* Position was eliminated due to financial reasons within the district which forced me to look for another position*

- Managed all sports and eligibility for grades 7-12 utilizing Powerschool and Arbiter Sports
- Implemented district wide Drug Testing Policy
- Developed and implemented first ever Media Days for the Patriot Athletic Conference; *(Dave and Buster's sponsor)*
- Managed and secured outside funding to renovate speaker system in gymnasium at no cost to the district (\$18,000)
- Served as the district Wellness Coordinator
- Increased student participation in athletics by 60+ kids in one year, as well as starting first ever gymnastics program
- Managed budget of \$125,000; including starting an initiative to privately raise \$2 million for a sports complex
- Led department to first conference championship in 10 years
- Secured an ALL SCHOOL DEAL with Under Armour
- Secured Corporate sponsors for the athletic department (BSN SPORTS, ALLSTATE INSURANCE, NATIONWIDE, DAVE AND BUSTER'S)
- Developed and implemented first ever weekly TV show for the school district;
- Created Wellington's first ever athletic website as well as managing all facility usage within the district (VNN)

## Dakota College at Bottineau-(NJCAA DII)

Bottineau, ND

**Assoc. Dean for Student Affairs/Assistant Athletic Director/Defensive Coordinator**

August 2012-July 2013

*\* Opportunity to relocate to larger metropolitan area; Opportunity to become a Full-Time Athletic Director*

- Defensive Coordinator for football program - including beating a 4 year college and a defense ranked in the top 20
- Served as a member of Dean's Council (Discuss how to implement positive changes within the college)
- Registrar for the entire campus (both on campus and online students)
- Managed entire student affairs department
- Implemented FrontRush recruiting software to collaborate with athletic department and admissions department
- Developed new First year seminar course for the college as well as protective advising and retention program
- Submitted all state and federal reports such as IPEDS at the end of the academic school year
- Helped develop laptop university concept within the community college setting
- Retention Coordinator for all athletic teams *(implemented weekly eligibility checks and protective advising program)*
- Eligibility and compliance coordinator- entered all student athletes eligibility into National JUCO website
- Helped raise and increase scholarship dollars for athletic programs
- Developed and implemented new athletic, student life, admissions, residential life and health services websites
- Implemented and developed Live Web stream for all home athletic events and contests (ihigh)
- Managed all admissions events; increased enrollment and number of applicants from 2012 to 2013 by 150%

## Carleton College-(NCAA Division III)

Northfield, MN

**Assistant Football Coach/Special Teams Coordinator/Co-Defensive Coordinator**

June 2011-July 2012

*\* Left position after 1 year due to Head Coaching change as well as differences in new coaches philosophies*

- Run Game coordinator for Defense under a 4-2-5 scheme while coaching Linebackers
- Recruiting coordinator as well as Summer Camp Director
- Helped to implement FrontRush recruiting software; created and managed database of High Schools in all 50 states
- Instructor in HPER department
- Managed all Special Teams and created all defensive Scouting Reports for opponents

## **Kenyon College-(NCAA Division III)**

Gambier, OH

### **Assistant Baseball/ Football Coach**

August 2008-May 2011

*\* Left position after 3 seasons because of H.C change, getting married and my wife was currently teaching in Minnesota*

- Outfield Coach for baseball team and scheduled all spring trip games for the program
- Member of coaching staff the led baseball team to first ever Conference Finals in 2009
- Taught linebacker fundamentals and took the last placed defense in 2008 to 4<sup>th</sup> in the conference in 2009
- Coached All-Conference players in 2008, 2009 and 2010 in both football and baseball
- Coached first ever finalist in Kenyon history for football Freshman of the Year in the North Coast Athletic Conference
- Organized practices, broke down all opponents film and facilitated game plans
- Led and instructed summer camps and prospect camps for the football program
- Enrolled 5 Early Decision 1 kids all 3 years and enrolled between 3-7 ED 2 students each year between 2008-2011
- Aided during Spring Semester 2010 in closing all Residence Halls

## **Valley City State University-(NAIA Division II)**

Valley City, ND

### **Assistant Football/Head Strength Coach/Resident Director**

June 2007-July 2008

- Coached 3 All-Conference Players in 2007 as well as college's first ever NFL prospect
- Game Day Administrator for all home basketball events
- Implemented a new strength and conditioning program while serving as a facility manager for the weight room
- Served as the Academic Coordinator and Study Hall Moderator responsible for all progress reports and attendance
- Organized all summer teams camps and my sports dreams which raised over \$26,000 for the football program
- Managed Travel budget of roughly \$25,000
- Recruited and enrolled first ever players from Hawaii, Ohio and Michigan

### **Resident Director**

- Developed and presented Resident Assistant training and in-services; Interviewed and hired Resident Assistants
- Executed first ever guest policy as well as being responsible for all operational items in Residence Life
- Managed two residence halls (1 male and 1 female) of roughly 600 students while supervising and evaluating 8 R.A.'s
- Managed entire Residence Life Budget of roughly \$65,000
- Handled all Student conduct hearings on campus and gave appropriate sanctions

## **Marietta College-(NCAA Division III)**

Marietta, OH

### **Graduate Assistant Football Coach/Resident Director**

July, 2005-May 2007

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## **Honors, Activities, Organizations**

- Bruce Brown Award of Excellence Winner- 2023- one of 47 Ohio Schools to win this award
  - QPA- Quality Program Award Winner in 2023- Became ONLY the 2<sup>nd</sup> school in Ohio to receive this award
  - Top Presenter at the 2020 NIAAA National Athletic Director's Conference
  - Presented at OIAAA (Ohio State AD Conference) in 2022 and 2023
  - Co-Chair of the NIAAA National Publications Committee
  - Led Strongsville Athletic Department to first ever National Championship in any sport in 2020
  - 2018 TOP 5 Finalist for Varsity Brands Most Spirited Athletic Director/National Athletic Director of the year Award
  - In 2017-2018, led West Bend East Athletics to their best athletic year since 2002
  - Member of the 2003 OAC conference championship baseball team
  - Varsity football for Otterbein College 4 years and Varsity baseball for Otterbein College; 2 years
  - Member of coaching staff that received Coaches of the Year in 2009 for Kenyon College Baseball
  - Knowledge of Spread Offense, 3-4 Defense, 4-3 Defense and 4-2-5 defensive schemes and special teams
  - Member of OIAAA, NIAAA
  - CMAA certification through the NIAAA
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