

Your Name

C / 123 456 7890 e / greathire@domain.com

Organizational Background

*in Planning & Implementing.*

Knowledgeable in

*Team Building.*



Hello.

{ Work Experience

I have spent over a decade building successful teams that win. We determine the message goal, build the team & strategically make plans for success. Finding the calm within the storm when the going gets tough is where I thrive.

As a team we have a job to do, so give me your project vision & together we will execute the plan.

**Project Manager** / The Windwood Group  
Based in San Diego, CA [4/2011 to Current]

Recruit entrepreneurs across the US in need of public relations, communication & event plans. Work together to define a plan for success & put it into action. Work with media networks to distribute stories & prepare for interviews.

**National Travel Director** / Newt 2012  
Based in Arlington, VA [5/2011 to 7/2012]

Led team of 20 staff to physically accomplish the Newt 2012 event schedule. Traveled with Newt & Callista Gingrich daily through events, meetings & meals. Primary on the ground contact for our United States Secret Service Protection.

When needed, I served as the press contact on the road to manage national press avails, one on one interviews & behind the ropes access.

Promoted through tenure: Iowa Deputy Field Director/ State Press Secretary, Assistant to the Chief of Staff, then National Travel Director.

**Vice President & Lobbyist** / Iowans for Tax Relief  
Based in Muscatine, IA [2005 to 4/2011]

Ran external operations for the largest member driven political organization in the state. Identified supporters, delivered message, built press relationships, worked with political leaders, organized, planned & implemented dozens of events.

As a registered lobbyist I educate, inform & influence policy leaders on bill language. }

## Accomplishments

**Traveled** 129 days, toured 305 cities in 30 states to participate in 828 events, stayed in 107 hotel rooms, took 83 flights & traveled 21,834 miles on a bus. Built the 44-city eight day bus tour of Iowa for Newt 2012.

Designed & **implemented** 26 plans in 2010 reporting the progress bi-monthly to upper management.

**Planned** four fund raising events in 2010 with 250+ people at each w/ major keynotes & open to the press.

**Designed** a member event in 2012 with 900 people, a keynote speaker, a governor forum, with an event moderator & an annual meeting.

2007 & 2009 **lobbied** lawmakers & voters to defend Iowa tax code prohibiting a "Tax on a Tax".

**Ran** 19 message event plants & reported results to general management team.

**Organized** & implemented a 1000 person event in 2007 with six presidential candidates speaking to members, local/ national press. Ran full event security as well.

*Hobbies // Graphic Design, Photography, Travel, Dogs.*