

Madeline Meister

MADELINEMEISTER.COM

CONTACT

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EDUCATION

Oklahoma State University
Stillwater, Oklahoma
Class of 2017
Strategic Communications B.S.
International Studies minor

RELATED SKILLS

AP Style
Adobe Suite
Final Cut Pro
Microsoft Office
Google Analytics
Basic computer skills

CHARACTER QUALITIES

Integrity
Dependable
Teachable
Honest Communicator

WORK EXPERIENCE

Young Life - Property Staff Intern

Trail West Lodge - Buena Vista, CO May 2015 - August 2015
Windy Gap - Weaverville, NC May 2016 - August 2016

Young Life is a global Christian ministry. The organization maintains 17 American camp properties as well as international properties, several ministry branches and over 700 local chapters. My specific position as a property staff intern was to act as the Guest Services/Challenge Course intern.

Intern responsibilities:

- Minister to, direct and encourage guests and staff in a manner consistent with Young Life's standard of excellence
- Train and lead three rotations of volunteer staff members
- Responsible for safe procedure and oversight of the daily operations of the challenge course areas
- Set up, run and assist with programmatic camp events

Aspen Coffee Company - Barista September 2015 - 2017
Stillwater, Oklahoma

- Responsible for financial transactions, product quality and reliable customer service
- Responsible for maintaining a professional presence in conjunction with Aspen Coffee Co.'s reputation while attending to needs of customers

ORGANIZATIONAL ACTIVITY

Student Government Association Executive Cabinet

Public Relations Director May 2013 - May 2014

- Responsible for serving as a direct liason with the students
- Responsible for all external communications, such as the following: social media updates, website upkeep and the creation and distribution of press releases and public relations materials

Historian May 2014 - May 2015

- Responsible for the upkeep and presentation of a digital archive of all SGA documents

Stillwater Young Life - Volunteer Leader April 2013 - 2017

- Expected to spend 6-7 hours per week leading, mentoring, and pursuing meaningful, impactful and lasting relationships with students at the local high school