

# ELEANOR E. STUBLEY

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## EDUCATION

- THE UNIVERSITY OF GEORGIA**, *Mary Frances Early College of Education*, Athens, Ga. **EXPECTED MAY 2021**  
Master of Science, Area of Emphasis in Sport Management and Policy (Kinesiology)  
**Cumulative GPA:** 3.81/4.0  
**Relevant Coursework:** Sport Sales Fund & Revenue, Sport Marketing, Sport Organizational Behavior, Intercollegiate Athletics and Higher Education, Design Management-Sport Facilities, Legal Issues-Sport Management
- THE UNIVERSITY OF GEORGIA**, *Grady College of Journalism and Mass Communication*, Athens, Ga. **MAY 2018**  
A.B.J. in Journalism, Area of Emphasis in Digital Marketing  
Grady Sports Media Certificate Program  
**Cumulative GPA:** 3.62/4.0, **Honors:** HOPE Scholarship and Claude P. Callison Memorial Scholarship

## EXPERIENCE

- THE UNIVERSITY OF GEORGIA ATHLETIC ASSOCIATION**, *Sports Communications*, Athens, Ga. **JULY 2018 - PRESENT**  
**Sports Communications Graduate Assistant** (August 2019-present), Sports Communications Assistant (July 2018-July 2019)  
• Assist with media strategy and operational execution of major athletic events typical of a large NCAA athletic program, including NCAA Regionals and Championships  
• Develop, implement and maintain strategic engagement efforts through compelling social media content/campaigns  
• Plan, coordinate and moderate weekly interview availabilities, conference calls and press conferences for various media, student-athletes, coaches and administration  
• Produce social, in-venue and website content in a fast-paced, time-sensitive environment for GeorgiaDogs.com, including press releases, post-game notes and quote compilations for distribution to media and television across the events of 19 Georgia sport programs  
• Create graphic design concepts including: social media templates, media guide covers and gameday programs for various sports using Adobe Photoshop, InDesign and Lightroom  
• Build and maintain relationships with media members at the national, regional and local levels  
• Collaborate with cross-functional departments, coaching staff and others on design and content production  
• Aid in season credentialing of visiting school personnel, pro-scouts and media for the 2019 and 2020 football seasons  
• Work with the ESPN team to facilitate on-campus bureau cam production with athletes, coaches and TV talent  
• Serve as Assistant Sports Communications Director for the Georgia men's tennis program handling all media relations between coaches Manuel Diaz and Jamie Hunt and student-athletes, social media, statistics, events, and media guide production  
• Manage priorities to accomplish multiple tasks with conflicting deadlines for multiple sport teams  
• Update and manage statistics, season schedules, rosters and more on GeorgiaDogs.com for multiple sport teams
- I IALIVEWXIA-TV**, *Community Relations & Studio Production Intern*, Atlanta, Ga. **MAY 2017-JULY 2017**  
• Contacted guests about appearances on the show and arranged any logistics relating to their appearance  
• Assisted booking producers with the scheduling of guest transportation  
• Conducted on and off-set production preparation for shows *Atlanta & Co.* and *TechEdge* which included: segment development, script writing, story topic research, set preparation and teleprompter operation  
• Transcribed, edited and compiled video interviews to be used in the Corporate Volunteer Council of Atlanta video at the council's event
- WUGA RADIO**, *Intern*, Athens, Ga. **JAN. 2016-MAY 2016**  
• Worked alongside news anchor and host of local show "Athens News Matter"  
• Interviewed individuals weekly for various upcoming segments and was responsible for majority of the daily logging  
• Gathered election results and other information while helping cover presidential primary election

## LEADERSHIP AND VOLUNTEER ACTIVITIES

- SOUTHEASTERN CONFERENCE (SEC) WOMEN'S BASKETBALL TOURNAMENT**, *Volunteer Assistant*, Greenville, S.C. **MARCH 2019**  
• Facilitated all statistical information distribution to all media, team and TV personnel  
• Coordinated press conference, media availabilities, and open practice viewing with teams, coaches and athletes
- SUPER BOWL LIII**, *Press Box Assistant*, Atlanta, Ga. **FEB. 2019**  
• Facilitated all statistical information distribution to all media, team and TV personnel in press box
- ASSOCIATION FOR WOMEN IN SPORTS MEDIA AT UGA**, *Communications Director*, Athens, Ga. **OCT. 2017-MAY 2018**  
• Collaborated with other executive members during weekly meetings to create communication strategies  
• Secured guest speakers, organized networking events and travel plans  
• Updated and created content for WordPress site and social media platforms weekly  
• Led recruiting events and assisted in other promotional efforts
- UGA HOOP GIRL**, *Member*, Athens, Ga. **OCT. 2014 - MARCH 2018**  
• Actively publicized and promoted the men's basketball team and games year-round  
• Served the Georgia Bulldog Club donors and other benefactors in the hospitality rooms
- KAPPA ALPHA THETA, GAMMA DELTA CHAPTER**, *Member*, Athens, Ga. **AUG. 2014 - MAY 2018**

## SKILLS AND INTERESTS

**SKILLS:** Strong written and verbal skills, AP Style, attention to detail and accuracy, communication, organization, project management, content creation, knowledge of media trends, social strategy, digital/social media (Facebook, Instagram, Twitter, Snapchat); proficient in Adobe CC 2021 (Photoshop, InDesign, Lightroom, Bridge), macOS Operating System, Microsoft Office Suite, StatBroadcast, SIDEARM Sports, Tennis and Basketball StatCrew; CPR/AED certified

**INTERESTS:** Community relations/outreach, graphic design, communication, media coordination, special events, strategic planning in professional and collegiate athletics and public affairs, content creation, crisis management, strategic engagement