



SARAH KLEIN

WORK EXPERIENCE

*Associated Students of the University of Nevada Reno-
Reno, Nevada | August 2025– present*

Event Programming Intern

- Collaborate with the programming team and other school organizations to make sure we had the right resources and tools to host a seamless event for 500+ students.
- Planned and executed high-impact campus events drawing 300+ attendees, strengthening brand visibility and student engagement.
- Managed event registration workflows for large-scale programs, supporting seamless check-in for 300+ participants.
- Collaborated with cross-functional student organizations to coordinate resources, vendors, and promotional materials for events serving 500+ students.
- Utilized feedback and participation metrics to optimize event strategies and improve future turnout.

Boys and Girls Club of Masin Valley| June 2024- December 2024

Youth Development Professional

- Designed educational programs that increased student performance by 15%, aligning learning activities to participant needs.
- Led after-school programming for groups of up to 60 youth, incorporating engaging activities that supported personal growth and retention.
- Communicated regularly with families and staff to ensure consistent messaging and a positive brand experience for the organization.
- Applied storytelling, positive reinforcement, and communication strategies to maintain engagement and encourage participation.

Mineral County School District | June 2024- December 2024

Student Mentor

- Engaged groups of 30+ students in structured academic activities that increased participation and boosted test scores.
- Used personalized communication techniques to support individual learning needs and improve academic performance.
- Fostered a welcoming, student-centered environment that strengthened trust, increased engagement, and improved overall program satisfaction.

CONTACT

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EDUCATION

**Bachelor Of Science in
Marketing and Management**
University of Nevada Reno
Expected Grad. June 2029

High School Diploma
Mineral County High School
Grad. June 2025

SKILLS

- Communication
- Teamwork
- Critical thinking
- Time management
- Leadership
- Adaptability
- Organization

CERTIFICATIONS

**ServSafe Certified Food
Handler**
December 23-December 25

**Adult and Child First
Aid/CPR/AED Certification**
July 2025-July 2026