

Alexis Senter

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Education

The University of Tennessee	Knoxville, TN
Master of Science in College Student Personnel	May 2020
Bachelor of Science in Animal Science	May 2018

Related Experience

Center for Career Development	Knoxville, TN
<i>Graduate Teaching Assistant</i>	June 2018-Present

- Conduct individual career consulting appointments with a diverse group of students in the College of Arts and Sciences and College of Education, Health, and Human Sciences
- Assist students in the decision-making process for career related topics such as industries, career management strategies, job search process, and/or graduate school applications
- Document student appointments with thorough case notes in Handshake and Grades First
- Coordinate and assess approximately four career events each semester for undergraduate and graduate students such as career panels, gap year panel, professional development summit, and pre-health workshops
- Collect and manage first destination data through Linked In searches and 12Twenty
- Review student cover letters, resumes, and personal statements to prepare for graduate school or job applications
- Coordinate the Arts and Sciences Career Weekly and Graduate Student Career Monthly Newsletter with updates for students on events, resources, NACE Competencies, and job opportunities
- Co-teach counselor education course each semester about career management strategies with approximately 20 upper level arts and sciences students
- Serve on the Graduate Student Committee to assist in meeting graduate student career needs and the Technology Committee to assess office resources such as Interview Stream, GoinGlobal, Candid Career, etc.

Smokey's Closet Committee	Knoxville, TN
<i>Coordinator</i>	June 2018-Present

- Host around 25 Ignite Serves Volunteers in the Center for Career Development to organize Smokey's Closet clothes in August
- Collaborate with committee members via email and meetings to plan and discuss initiative on a regular basis
- Create documents necessary for Pop Up Shop such as tickets, assessment, and handouts for professional clothing options and alteration options in Knoxville
- Plan Fall 2018 and Spring 2019 two day Pop Up Shop where 1,016 students received free gently used professional clothing and advice from employers and retail organizations such as Men's Wearhouse and JC Penney
- Plan JC Penney Suit Up Event where 332 students were able to get discounted professional clothing
- Coordinate with the Director of Career Development and other institutions to start a JC Penney scholarship program where 25 students received a \$200 scholarship to use at the JC Penney Suit Up Event
- Applied and received the Engagement and Outreach \$1,000 Mini Grant to renovate and restock Smokey's Closet

Student Success Center	Knoxville, TN
<i>Graduate Student Intern</i>	January 2019-August 2019

- Trained and certified as an Advanced Level Tutor for academic coaching through The National Tutoring Association
- Prepared for student appointments using Banner and Grades First to review academic records and read previous advisor notes

- Conducted academic coaching appointments on topics including but not limited to time management, study habits, goal setting, and note taking using academic history and university probation policies
- Engaged students on academic probation by assisting them in creating action steps and holding them accountable by continual communication through email and appointments
- Recruited and trained eight counselors for three week Math Camp Program that allows around 70 incoming first year students in math intensive majors to complete a math course before classes start
- Advertised Math Camp throughout the summer to assist with attrition using Facebook, Instagram, and Twitter
- Created training and professional development materials for the Math Camp Counselors

Assessment Experience

Maryville College Student Conduct

Maryville, TN

Graduate Student Intern

August 2019-December 2019

- Analyzed similar institutions student handbooks and student conduct websites for student conduct board policies, amnesty policies, and programming to compare with Maryville College
- Developed graphics to market the key policies in the Student Handbook and to ensure students are aware of the student conduct procedures
- Conducted student conduct assessment to gauge students understanding of the student conduct process by analyzing data from casual interviews and focus group results
- Created report showcasing recommendations for improvement and developed community fine policy for Maryville College to include in their student handbook

Relevant Undergraduate Experience

Sigma Alpha Theta Chapter

April 2015-May 2018

President

December 2016-December 2017

Sisterhood Chair

December 2015-December 2016

Office of New Student and Family Programs

January 2016- July 2018

Directors Staff of Orientation

September 2016-September 2017

Orientation Leader

January 2016-September 2016

Presentations

Senter, A., Hill, K., and Gazaway, C. (December 2019). *The Impact of the Vol is a Verb Campaign: A Mixed Methods Assessment*. CSP Assessment Day. Knoxville, TN.

Senter, A. and Mahoney, M. (October 2019). *Smokey's Closet*. Engagement and Outreach Conference: Partnering for Impact, Knoxville, TN.

Senter, A. and Brumfield, A. (November 2019). *Learning Lab: Professional Clothing Closets as a Laboratory for Learning*. Southern Association for College Student Affairs Conference, Myrtle Beach, SC.

Senter, A. (April 2019). *Communicating Your Impact*, Environmental and Sustainability Career Mingle. Knoxville, TN.

Senter, A. and Lavery, M (March 2019). *Selling Your Experience As a Growing Student Leader*. Clifton M. Jones Student Leadership Conference, Knoxville, TN.

Senter, A. and Lavery, M (March 2019). *Selling Your Experience As a Seasoned Student Leader*. Clifton M. Jones Student Leadership Conference, Knoxville, TN.

Senter, A. (October 2018). *Your Best Self: Completing an Employment Application*. Emerald Youth, Knoxville, TN.

Senter, A. and Tompkins, A. (May 2017). *Introverts and Extroverts: Working With Them in the Classroom*. First Year Studies 101 Conference, Knoxville, TN.

Senter, A., Engels, D., and Malone, S. (March 2017). *Introverts and Extroverts: The Ins and Outs of Orientation*. Southern Regional Orientation Workshop (SROW), Statesboro, GA.

Awards

Orientation Leader Volunteer Award, New Student and Family Programs, 2017

Outstanding Sister of the Year, Sigma Alpha Theta Chapter, 2017