

Heather Wolf

13714 Cody Street
Overland Park, KS 66221
308-224-5055 wolf.heathern@gmail.com

Relationship-focused professional who blends knowledge and experience of full-cycle recruitment with a background in leadership development, program development and mentoring. Exceptional ability to understand organizational needs and build rapport with partners to improve outcomes and reach goals.

EDUCATION

Master of Science – School Counseling

University of Nebraska Kearney, Kearney, Nebraska
Cum Laude

Graduation: December 2013

Bachelor of Science – Education

University of Nebraska Kearney, Kearney, Nebraska
Magna Cum Laude

Graduation: May 2018

EXPERIENCE

July 2014-June 2018

Kearney, NE

Assistant Director, Office of Student Engagement

University of Nebraska Kearney

- Directly oversee a fraternity and sorority community which consists of approximately 750 students (16% of the undergraduate campus population) with 13 chapters divided amongst three governing bodies
- Conduct bi-yearly leadership training for individuals focusing on topics of recruitment, teamwork, diversity, inclusion, leadership, bystander behavior, risk management and values-based living
- Provide strategic planning, policy development, social media management and marketing strategies to the fraternity and sorority community
- Collaborate with faculty, staff, administration and students to develop campus-wide partnerships through cooperative programming with benefited learning and involvement
- Recruit, hire and train full-time Residence Hall Coordinators for University-owned facilities
- Recruit, hire, supervise, mentor and train student staff, interns and student leaders
- Serve as the liaison and advocate for fraternity and sorority chapters to University administrators, headquarters staff, various alumni and community constituents
- Manage operating budget
- Develop retention strategies for the community in conjunction with the University retention team
- Foster inclusive working environment for organizations within the department

July 2011-July 2014

Kearney, NE

Assistant Director, Student Activities

University of Nebraska Kearney

- Contracted, coordinated and advised events
- Advised primary campus programming organization
- Provided direction and leadership to 180 student organizations
- Oversaw an annual programming budget of \$100,000
- Directed and maintained a Recognized Student Organization registration process for current and new student organizations
- Implemented electronic involvement tracking platform
- Facilitated workshops and retreats based in student development theory to benefit educational needs

Sept 2009- July 2011

Kearney, NE

Coordinator of Student Activities

Nebraskan Student Union, University of Nebraska Kearney

- Advised and coordinated activities including Blue and Gold Welcome Showcase, Homecoming Week, Family Day, Fun 5-K Scholarship Run, FAME Talent show, and other activities sponsored by Loper Programming and Activities Council
- Advised the main programming group Loper Programming and Activities Council
- Advised University Spirit Programs; including Cheerleading Squad, Sapphires Dance Team and the mascot Louie the Loper. As well as oversaw two part time coaches for the squad
- Managed and onboarded staff of approximately 15 employees
- Developed and created publicity, handbooks and other printed documents for program promotion and advertising
- Served on Blue and Gold Welcome Week committee which scheduled and programmed engaging activities
- Collected perspective student information and assisted with marketing and sourcing of area high school students
- Traveled to area high schools to present on UNK and build relationships with interested students
- Designed and implemented New Student Enrollment Orientation
- Trained New Student Enrollment staff
- Used recruitment skills to encourage application to the University of Nebraska Kearney

COMMITTEE INVOLVEMENT

- Student Affairs and Enrollment Management Assessment Committee
- Bystander Intervention Committee
- Applauding Excellence Committee
- Chair, Panhellenic Extension Committee
- Blue and Gold Welcome Week Planning Committee
- Blue and Gold Welcome Week Working Committee
- Opening Day Committee

AWARDS, HONORS & RECOGNITION

- UNK Division of Student Affairs Outstanding Professional 2018
- University Outstanding Staff of the Year (voted by student body) 2012
- Outstanding Student Organization Advisor, NRHH 2013
- Outstanding Site Supervisor, Counseling and School Psychology 2016
- Selected to present on Student Engagement at the 2014 National Association for Campus Activities National Convention
- Coordinated introduction of new campus software, Orgsync, to increase student engagement early on with student organizations
- Raised Greek membership by 3% of undergraduate population in 24 month span
- Selected to facilitate at Alpha Xi Delta's Founders Academy, 2016
- Developed Greek Life marketing plan in conjunction with University marketing professionals to match University standards

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REFERENCES

Dr. Gilbert Hinga

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