

JANE E. WISE
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PROFESSIONAL EXPERIENCE

- Tennis Instructor**, Elyria Memorial Hospital Center for Health & Fitness - Avon, OH 2001-Present
-) Instruct private and group on-court tennis lessons to improve players stroke and game performance
 -) Orchestrate monthly summer clinics for the beginner and intermediate player
 -) Developed one-day seminar for the advanced player communicating tennis fitness including nutrition, weight training, speed, agility, and mental toughness
 -) Plan bi-weekly summer camp program for pre-school and school age children
 -) In charge of Cardio-Tennis program including marketing, curriculum, and instruction
- Director, Accelerated Degree Program Brecksville and Parma Heights Academic Centers** 1999-2001
Myers College - Cleveland, OH
-) Hired, scheduled, and evaluated 15 part-time faculty for both Brecksville and Parma Heights Academic Centers
 -) Chose semester courses, created academic schedule and assigned faculty for the academic centers
 -) Developed and implemented a marketing plan for the centers which increased student enrollment by 15%
 -) Developed networks with local businesses, colleges, and professional organizations which enhanced college recognition
 -) Advised and monitored 120 students progress toward degree
 -) Supervised office operations and improved staff productivity by conducting a ½ hour meeting each morning focusing on academic and student/faculty issues
- Sales Director**, Stan Hywet Hall and Gardens - Akron, OH 1998-1999
-) Directed the operations of the sales department and managed the group tour and rental departments
 -) Worked cooperatively with the Director of Marketing and successfully increased corporate rentals, motorcoach and group tours by 12% through sales calls, mailings, presentations, paid advertising, and media listings
 -) Cultivated and maintained relationships with Northeast Ohio historical attractions by developing and executing joint marketing packages
 -) Increased revenue 50% by developing a corporate rental package from design to dissemination
 -) Attended association meetings and served as a representative of Stan Hywet Hall & Gardens at various trade shows for corporate and group sales
- Men's Head Tennis Coach**, The University of Akron - Akron, OH 1997-1998
-) Responsible for fund raising, public relations, organization, budget and administration of the men's tennis program
 -) Developed and conducted summer workout, on court instruction, and an annual three day tournament consisting of eight university tennis teams
 -) Followed compliance policies and issues in accordance with Mid-American Conference and NCAA I-A regulations
- Marketing/Promotions and Ticket Sales**, Internship, The University of Akron - Akron, OH 1997-1998
-) Increased paid corporate sponsorship 35% by developing football, men's basketball, and women's basketball corporate sponsorship packages
 -) Enhanced awareness of women's basketball by managing and marketing halftime events, contests and announcements throughout the season
 -) Coordinated *Walk for Women's Health* in conjunction with Summa Health Care which became an annual fund raising event benefiting women's athletics
 -) Responsible for receiving corporate sponsorship for the *Football Tailgate City* which has become a pre-game annual event for the university
- Academic Advisor for Student Athletes**, Graduate Assistant, The University of Akron - Akron, OH 1996-1997
-) Advised and monitored student athletes' progress toward degree under MAC and NCAA I-A initial and continuing eligibility guidelines and according to academic policies and programs
 -) Established rapport and confidentiality with first-year student athletes by conducting meetings to discuss academic and athletic issues
 -) Conducted bi-monthly reviews with university administration, faculty and coaches on the academic progress of at-risk student athletes

EDUCATION

Master of Science in Education, Higher Education Administration
The University of Akron - Akron, OH

Bachelor of Science, Hearing and Speech Science with Teaching Certificate
Ohio University - Athens, OH

Bachelor of Arts, Public Communications
Ashland University - Ashland, OH

SPEAKING ENGAGEMENTS

NOLA: Northern Ohio Lactation Association – Independence, OH
Topic: *Symptoms, Treatment and Prevention of MSPI – Milk and Soy Protein Intolerance*

OLCA: Ohio Lactation Consultant Association – Columbus, OH
Topic: *Symptoms, Treatment and Prevention of MSPI – Milk and Soy Protein Intolerance*

Mid-West Meeting Market Place – Columbus, OH
Topic: *Marketing and Sales in the New Millennium*

The University of Akron - Akron, OH
Topic: *A Blueprint for Getting into Graduate School*

PUBLICATION

The Culinary Guide for MSPI – Milk and Soy Protein Intolerance
Second Edition, 2006
First Edition, 2004

PROFESSIONAL DEVELOPMENT

Sales Marketing and Executives
Board Member: Director of Membership and Recruitment

Toastmasters International
Board Member: Vice President of Education; Sergeant of Arms
Earned CTM

Ashland University Alumni Board of Directors

Ashland University Resident Assistant

PROFESSIONAL SOCIETIES

United States Professional Tennis Association
Community Business and Schools Partnership
Northeast Ohio Transfer Council
Independence/Cuyahoga Valley Chamber of Commerce
Brecksville Chamber of Commerce
Parma Area Chamber of Commerce
Pi Lambda Theta

