



MORGAN MCGLASSON

214-679-0098 | morgmcglass@gmail.com

EDUCATION

Gaylord College of Journalism and Mass Communication
at the University of Oklahoma
Graduation Fall 2021
GPA: 4.0 / 4.0

HONORS

- University College Dean's Honor Roll
- Recipient of University Academic Scholarship
- Recipient of Chi Omega Rising Sophomore Scholarship

WORK EXPERIENCE

STONEBRIAR COUNTRY CLUB

Waitress | May 2019 - August 2019

- Collaborated with hostess to ensure excellent customer service in restaurant resulting in positive experience.

SELF-EMPLOYED

Personal Assistant | May 2018 - August 2018

- Assisted client by managing multiple projects and deadlines resulting in successful planning and execution of client's daughter's wedding.

Nanny | February 2018 - August 2018

- Cared for two children's schedules, transportation, and assisted with after-school programs such as homework and sports, resulting in a nurturing and organized environment.

LAKES TENNIS ACADEMY

Front Desk Receptionist | September 2016 - August 2017

- Engaged with guests by offering membership information, addressing member concerns, managed exchange and accounted for large sums of money in boutique shop, resulting in accurate accounting of all purchases.

LEADERSHIP

CHI OMEGA

New Member Educator | November 2019 - Present

- Plan and execute chapter programming to assimilate new members into organization by managing and staying within a \$67,000 budget from Fall 2019 to Fall 2020, while effectively communicating with over 500 participants, attendees, alumnae, and their families.

- Organize Bid Day activities by planning the theme which entails working with vendors (for gifts, music, photography, and catering), selecting entertainment options, communicating with new members and their parents resulting in staying within budget and executing the day on time.

- Create and execute New Member Retreat which involves identifying venue and means of transportation, ensuring appropriate menu for approximately 120 people, and planning all bonding activities.

- Create and implement multiple week-long Initiation Ceremony events' itineraries by utilizing Excel to organize over 300 people's schedules and managing scheduling conflicts.

TECHNICAL SKILLS, LANGUAGES, AFFILIATIONS, AND INTERESTS

Technical Skills: Google Drive (Forms, Docs, Sheets, and Slides) and Microsoft Office Suite (PowerPoint, Excel, and Word)

Languages: Intermediate Spanish

Affiliations: Public Relations Student Society of America, Chi Omega Sorority, and Alpha Lambda Delta

Interests: Philanthropy (Make-A-Wish), Yoga, Photography, and Traveling to the Beach