

Maisie Sheets

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EDUCATION

University of Georgia

Bachelor of Arts in Public Relations

Minor in Chinese Literature and Language, Certificate in Sustainability

Dean's List 2023

Athens, Georgia

Spring 2025

EXPERIENCE

Talking Dog Advertising Agency

Account Executive

Athens, Georgia

August 2023- Present

- Provide strategic and tactical leadership over a 6-person team, while maintaining a strong professional relationship with client over a year-long project to identify business needs.
- Serve as liaison between the client and the agency.
- Coordinate and lead meetings with both parties.
- Debrief client materials and ensure agency work is in line with client's expectations, while generating innovative solutions and providing updates on team's progress.

Public Relations Student Society of America

Social Media Committee

Athens, Georgia

August 2022- Present

- Assist with Instagram, X, and LinkedIn by generating weekly content, including meeting recaps, student spotlights, and creating informative posts on platforms.
- Engage in bi-weekly meetings networking with speakers and the PRSSA community.

Kansas City Country Club

Head Dive Coach

Mission Hills, Kansas

February 2022- July 2023

- Conducted and supervised multiple daily practices for divers ages 5-18.
- Over saw meet coordination and team building events.
- Proficient in eDive software. Statically planned individual entries.
- Encouraged divers to constantly attempt new dives, comforted through failures and celebrated success.
- Communicated daily parents, dive chairs, managers, and other coaches.

UGA Panhellenic

Gamma Chi

Athens, Georgia

January 2022- August 2023

- Selected to guide 15+ women through the 2022 UGA Panhellenic sorority recruitment process.
- Leveraged effective communication skills to foster relationships between potential new members, Gamma Chis, the Greek Life office and 19 sorority chapters.
- Informed potential new members about panhellenic community and organizations.
- Participated in extensive training program prior to recruitment to enhance leadership skills.

Gamma Phi Beta

Health and Wellness Chair and Intramural Chair

Athens, Georgia

January 2022- May 2023

- Coordinated with local Athens businesses to organize events for the chapter.
- Motivated members to live a healthy lifestyle through education and workout classes.
- Communicated with over 300 women creating signups, instructions, and ride plans.

Slating Committee

Sept. 2021, 2022, 2023

- Chosen by peers to represent class on slating committee for three consecutive years.

SKILLS

Areas of expertise: Intermediate Chinese, Leadership, Event Planning

Software: Google suite, Microsoft suite, Premier Pro, Photoshop, InDesign