

# Theresa Ann Sharkey

13 Clayton Court, Egg Harbor Township, NJ 08234  
theresa.a.sharkey@gmail.com  
www.theresasharkey.com  
(609) 204-4177

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## Experience

- University Community Ministries, Inc.** 9/2005-8/2008  
*Assistant to Executive Director*
- Planned and facilitated annual recognition events; three major, 200 attendees / five minor, 10 – 30 attendees.
  - Coordinated 50 students and 30 tutors on a weekly basis.
  - Incorporated a life skills curriculum for elementary students into after-school program in Tampa's inner city, based on recommendations and research from social psychologists and education professionals.
    - Administered 14-week program twice per year to 100 students, evaluated program and compiled annual reports.
  - Communicated directly with school principal and officials; including Hillsborough County Children's Board, Board of Education, and local education organizations.
- University of South Florida President's Office** 8/2007-12/2007  
*Commencement Intern*
- Managed University President, honorees, and Board of Trustees' participation at Fall 2007 ceremonies.
  - Published honorees' award announcements and biographies in commencement programs, distribution: 10,000 people
- Osher Lifelong Learning Institute at USF Advanced Public Relations Campaign** 8/2007-12/2007  
*Account Executive*
- Managed a five-member team on the research, planning, design, and development of a public relations campaign and acted as liaison with the client.
- H. Lee Moffitt Cancer Center & Research Institute** 2/2006-9/2006  
*Media Relations Intern*
- Compiled quarterly media report.
  - Assisted in media interviews with major local television networks and publications.
  - Published articles and news releases, researched new media outlets.
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## Leadership and Recognition

- University of South Florida Outstanding Senior Award Nomination** 2008
- University Community Ministries, Inc. Volunteer of the Year** 2008
- Public Relations Student Society of America** 2005-2008  
*President*
- Published and installed USF PRSSA's first-ever bi-annual reports.
  - Oversaw all aspects of the On-the-Go Fitness Expo; largest event in Chapter history: over 500 attendees / net: \$2,000
  - Launched Chapter Web site, blog, and e-newsletter.
  - 2006-2007: Director of Finances: raised over \$5,000
- Florida Public Relations Association** 2007-2008  
*Student Liaison*
- Mentored University of Tampa public relations students in founding an FPRA student chapter.
- Necessary Improvements To Transform our Environment (N.I.T.E.)** 2007-2008  
*Publicity Committee for 'Take Back the Night'*
- National Honor Society Member** 2006-2008
- Public Relations Student Society of America National Assembly Delegate** 2006
- University of South Florida's Outstanding Student Organization Member Award** 2006
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## Education

- University of South Florida, Tampa, FL** 8/2004-5/2008  
Major: Public Relations