

Maren Anderson

mrandel@ilstu.edu
621 ½ East Empire Street
Bloomington, IL 61701
(309) 255-2977

Education

Illinois State University

Bachelor of Science in Recreation and Parks Administration
Sequence: Recreation Management

May 2019
Normal, IL

Heartland Community College

General Studies
35 credit hours completed

August 2015-May 2016
Normal, IL

Work Experience

Bloomington-Normal YMCA

Member Engagement Specialist

October 2017-Present
Bloomington, IL

- Recruit prospective members to join the YMCA
- Complete membership information for all members and prospective members
- Answer questions regarding the facility, fees, and other details of membership

Exergaming Supervisor

- Create activities and recreation opportunities for middle school aged youth
- Monitor activity to ensure safety for participants
- Coordinate hours and use of Exergaming room

Illinois State University Alumni Engagement

Event Planning Intern

September 2017-May 2018
Normal, IL

- Communicated with Illinois State University alumni
- Planned and implemented various events for alumni
- Collaborated with other staff to take part in new events and programs

Kreinbuhl Family

Summer Caregiver

May 2017-Aug. 2017
May 2018-Aug. 2018
Normal, IL

- Planned summer activities for children
- Organized summer schedules for family
- Cared for children in a safe, loving manner

Town of Normal Parks & Recreation Department

Tiny Tumblers Instructor

Jan. 2017-March 2017
Normal, IL

- Planned weekly tumbling classes
- Led tumbling classes each week
- Communicated with parents of students following classes

Town of Normal Parks & Recreation Department

Before & After School Counselor

Aug. 2016-May 2017
Normal, IL

- Planned and led activities for students
- Communicated with parents regarding behavioral concerns
- Provided a safe space for recreation before and after school

McDonough County YMCA**Day Camp Counselor***May 2016-Aug. 2016**Macomb, IL*

- Planned daily camp activities for campers
- Communicated with parents regarding behavioral concerns
- Organized and implemented daily schedules and activities

Volunteer Experience

Hope Church Childcare

August 2017-Present

West Bloomington Revitalization Project

August 2017-May 2018

United Methodist Volunteers in Mission

May 2017-August 2017

Hope Church Sunday School Teacher

April 2017-May 2018

Children's Discovery Museum

April 2017-August 2017

Town of Normal Parks and Recreation

August 2016-May 2017

Home Sweet Home Ministries

September 2016-June 2017

Evergreen Place Assisted Living

August 2016-August 2017

International Youth for Christ

*February 2015-August 2015***On-Campus Involvement**

Teaching Assistant, Introduction to the Cruise Line Industry

July 2018-Present

Rho Phi Lambda

October 2017-Present

ISU Wesley Foundation Leadership Team

November 2017-Present

Parks and Recreation Society

August 2016-Present

School of Kinesiology and Recreation Student Ambassador

September 2017-May 2018

Teacher's Assistant in Recreation Leadership

January 2017-May 2017

Kinesiology and Recreation Research Assistant

January 2017-May 2017

Cardinal Court Council Executive Board

August 2016-May 2017

Cardinal Court Floor President

*August 2016-May 2017***Honors, Awards, and Study Abroad Experiences**

Study Aboard: Introduction to the Cruise Line Industry, Disney Cruise Line

Aug. 2018-Jan. 2019

Study Aboard: Introduction to the Cruise Line Industry, Norwegian Cruise Line

January 2018

Redbird Scholar

2016 & 2017

Dean's List

*2015, 2016, 2017, 2018***Certifications and Trainings**

CPR/First Aid

valid April 2018-April 2020

Ethics Training

August 2017-August 2018

Print

Application for Employment - Submission #825

Date Submitted: 10/17/2018

Employment Application

Town of Belleair 901 Ponce de Leon Blvd. Belleair, FL 33756

The Town of Belleair does not discriminate in employment on the basis of age, race, color, religion, sex, national origin or marital status. Any applicant or employee who believes he/she has been discriminated against in any town employment practice may file a report with Support Services, 901 Ponce de Leon Blvd., Belleair, FL 33756. It is the policy of the Town of Belleair not to discriminate on the basis of disability in employment or the provision of services. Individuals who require a reasonable accommodation in order to complete an evaluation process must inform the Human Resources Department before the closing deadline for the position. Veterans and spouses of veterans receive preference and are encouraged to apply. Supporting documentation (DD-214) must be presented at the time of application or sent via fax to (727) 588-3768. Florida is an "Open Records" state. Resumes and other data are subject to public/press inspection except where restricted by law.

First Name*

Maren

Last Name*

Anderson

Address1*

621.5 E Empire St.

Address2

City*

Bloomington

State*

Illinois

Zip*

61701

Phone Number*

3092552977

Email Address*

mrande1@ilstu.edu

Have you ever been arrested, pled guilty, been convicted, OR pled nolo contendere to any crime?*

☐ Yes

☒ No

Do you currently have any law violations pending against you?

☐ Yes

☒ No

If yes to either question, list charges, date of conviction, location and penalty. You may omit minor traffic violations and any offense committed as a minor which was adjudicated in a juvenile court or under a youth offender law.

Are you lawfully permitted to work in the United States?*

☒ Yes

☐ No

How did you learn or hear of the position you are applying for?

Internet Posting ▼

If Personal Referral, please provide name.

Which position are you applying for?*

Special Events Intern

Type of employment desired*

☐ Full Time

☐ Part Time

☒ Internship

☐ Seasonal

Salary desired*

\$11/hour

Hours of work (per week) desired*

40

Do you have a valid driver's license?

☒ Yes

☐ No

State

IL

Class

D

Expiration Date

04/10/2023

Has your driver's license been suspended or revoked within the past five (5) years?

☐ Yes

☒ No

If yes, explain fully, giving date(s) and reason(s).

Highest Level of Education Attained

Some College

Name of High School/Trade School

West Prairie High School

Address

18575 E 800 St.

State

IL

Graduated

☒ Yes

☐ No

Date

Graduated/Attended

May 2015

Degree

General

Major Field of Study

Name of College

Illinois State University

Address

100 N. University St.

State

IL

Graduated

☐ Yes

☒ No

Date

Graduated/Attended

May 2019

Degree

Recreation and Park
Administration

Major Field of Study

Recreation Management

Name of Grad School

Address

State

Graduated <input type="radio"/> Yes <input type="radio"/> No	Date Graduated/Attended	Degree	Major Field of Study
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Start with your present or last job and work back. Include at least the last ten (10) years of employment history, including paid or unpaid, full or part-time, summer jobs, etc. Additional employment history can be submitted on the Town of Belleair's "Additional Employment History Information" sheet.

May we contact your present employer for a reference? <input checked="" type="radio"/> Yes <input type="radio"/> No
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Company Bloomington-Normal YMCA	Position Member Engagement Specialist
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Address 602 South Main St., Bloomington, IL 61701

Supervisor Ms. Tessa Gehrer	Phone Number 309-827-6233
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Employed From - To (Date) October 2017-Present
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Responsibilities <ul style="list-style-type: none"> Recruit prospective members to join the YMCA Complete membership information for all members and prospective members Answer questions regarding the facility, fees, and other details of membership

Reason for leaving N/A

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Company

Illinois State University Alumni Engagement

Position

Special Events Intern

Address

1101 N Main St., Normal, IL 61761

Supervisor

Mrs. Juliana Nelson

Phone Number

(309) 438-2586

Employed From - To (Date)

August 2017-May 2018

Responsibilities

- Communicated with Illinois State University alumni
- Planned and implemented various events for alumni
- Collaborated with other staff to take part in new events and programs

Reason for leaving

Internship ended

Company

Kreinbihl Family

Position

Summer Caregiver

Address

308 Gambel Ct.

Supervisor

Keith and Amy Kreinbihl

Phone Number

13095316620

Employed From - To (Date)

May 2017-August 2018 (seasonal)

Responsibilities

- Planned summer activities for children
- Organized summer schedules for family
- Cared for children in a safe, loving manner

Reason for leaving

Summer ended

Have you ever been discharged or forced to resign?

- ☐ Yes
- ☒ No

If yes, please give date, employer's name and the reason.

Do you have any relatives that work for the Town of Belleair?

- ☐ Yes
- ☒ No

If yes, state name(s) and relationship(s)

Please list any other legal names you have been known by or referred to in the past:

Issued by:

In process of being renewed?

Type of License

Number

Issue Date

Expiration Date

State

Issued by:

In process of being renewed?

Type of License

Number

Issue Date

Expiration Date

State

List and describe any computer or technical skills/experience that you have that relate to the position you are applying for:

Microsoft office, Daxko (membership/programming)

List any additional information you would like us to consider when reviewing your application, including any language skills that you possess.

Experienced in event planning and management, leadership and facilitation, tourism, research, and missions

Were you in the U.S. Armed Forces?

☐ Yes

☒ No

Are you claiming Veteran's Preference under Florida Law?

☐ Yes

☒ No

Preference eligibility no longer expires upon appointment of the eligible person to a position within the state or any political subdivision; veterans previously ineligible because they held or currently hold a job with a public employer are now eligible to use their preference again with all employers covered by law. In addition, eligible wartime periods now include Operation Enduring Freedom (10/7/01 to present) and Operation Iraqi Freedom (3/19/03 to present).

Documentation must be furnished at the time of application.

Please list three professional references.

Full Name* Mrs. Lindsey Nicholson	Relationship* Professor
Company* Illinois State University	Phone Number* 309-531-3578

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Full Name* Ms. Roxanne Twaddle	Relationship* Director of Campus Ministry/Leadership Advisor
Company* Illinois State University Wesley Foundation	Phone Number* 309-678-5095

.....

Full Name* Rachel Smith	Relationship* Professor
Company* Illinois State University	Phone Number* 3093337191

I voluntarily authorize and grant full consent to the Town of Belleair or its agent to conduct a thorough investigation into my prior employment and any other areas of my background, including criminal background, which the town believes relevant to my employment. I consent to the release and disclosure to the town or its agent from any persons, companies, corporations or government agency any information sought concerning my background and do further release from liability the town or its agent for actions taken in connection with this investigation, as well as any persons, companies, corporation or government agencies disclosing such information. I certify that the information contained in this application is correct and complete to the best of my knowledge. I understand that any false information provided by me to the town may constitute grounds for immediate discharge regardless of when the information is discovered by the town. I understand my continued employment is contingent on successfully passing any background investigation and any information discovered about me during the investigation which was deemed by the town to be unsatisfactory may constitute grounds for immediate discharge, also regardless of when discovered. I understand that the town may require a medical or other examination at the time of employment and may condition an offer of employment on the successful completion of that examination and verification of my ability to perform the essential functions of the position offered. Applicants for employment in a special risk and/or mandatory testing position are subject to pre-employment drug and alcohol test as a prerequisite to employment with the town. I understand that individuals hired as Police Officers are required to establish and/or maintain a bona-fide residence within Pinellas, Pasco or Hillsborough County at time of hire and are prohibited from using any form of tobacco product both on and off the job and I agree to abide by these conditions if hired.

Applicant Signature*

Maren Anderson

Date*

10/17/2018

Upload your resume

Updated Resume.docx

Please use this file upload function to upload your resume.

The Town of Belleair is a drug free workplace and as such is committed to providing an environment that encourages and supports a healthy, productive workforce and ensures safe working conditions. All employees in a special risk and/or mandatory testing position are subject to a pre-employment drug and alcohol test as a prerequisite to employment with the town. A positively confirmed drug test or refusal to submit to a drug test will result in the conditional offer of employment being withdrawn and will render the applicant ineligible for town employment for six (6) months from the date of the positive drug test. Applicants and current employees who are hired for safety-sensitive positions will be required to submit to random drug testing.