Anna Gray Rigg

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**OBJECTIVE:** To obtain a career in the event planning field.

**EDUCATION:**

**Longwood University, Farmville, Virginia**

* Bachelor of Arts expected May 2013
* Communication Studies major with a concentration in Organizational Communication and Public Relations and a minor in Psychology
* Extensive experience with teambuilding and the dynamics among different groups

**EXPERIENCE:**

**Alpha Delta Pi Sorority Longwood** **University, Jan 2010- Present**

***Chapter President***

* Increased philanthropy hours by fifty percent and redirect focus of the chapter back to philanthropy
* Strengthened communication within the chapter through the development of the “Alphie Mail” system
* Collaborated closely with the Standards chair to resolve conflict within the chapter

***Membership Education Vice President***

* Work to develop interactive and innovative ways to present all educational material to members
* Oversee a team of six to make sure that new members are effectively and properly educated regarding the policies, procedures and values of Alpha Delta Pi
* Responsible for holding weekly meetings with members of the team

**Office of First Year Experience Longwood University, May 2010- Present**

***Peer Mentor***

* Guide new students and their families through orientation(s)
* Be able to provide accurate information on Longwood and the surrounding community to new students and families of new students
* Help to sell the image of Longwood University to incoming freshmen
* Work alongside LSEM instructor to create lesson plans to teach Longwood Seminar class

**Virginia Beach Leadership Workshop Virginia Beach City Public Schools, Summer 2009- Present**

***Staff Member***

* Teach high school, middle school, and elementary school students basic leadership skills and techniques, to include the decision-making process, group dynamics, and communication skills
* Work with others team members to develop presentations, present role plays, and other important decisions related to leadership
* Be able to adapt quickly in a fast-paced environment, and solve problems that arise unexpectedly
* Served as the Staff teambuilding expert through facilitating various teambuilding activities

***Administrative Team Leader***

* Oversee a group of eight to ensure that all tasks get accomplished
* Work as the liaison between the Coordinator and the members of the team to ensure that communication is strong
* In charge of facilitating and executing all set ups and break downs for events throughout the workshop

**EXTRACURRICULARS:**

**Lambda Pi Eta, Communication Studies Honor Society 2012-Present**

**Psi Chi, Psychology Honor Society 2011-Present**

**Lancer Productions, Campus Programming Boars 2011-2012**

**SGA Senator 2010-2011**