

Carly Frances Summers

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EDUCATION

- Master of Science in Wildlife and Fisheries Biology** GPA 4.0/4.0
Clemson University, Clemson, SC August 2012
Thesis: "Lead and cadmium in seabirds of South Africa"
- Bachelor of Science in Wildlife and Fisheries Biology** GPA 4.0/4.0
Clemson University, Clemson, SC December 2011
Rhodes and Marshall Scholarship nominee for Clemson University October 2011

PROFESSIONAL PROFILE

- Proven ability to thrive dynamic environment under funding and personnel challenges
- Excellent interpersonal skills, interacting effectively with fellow employees, attendees, partners, sponsors, and vendors
- Ability to communicate orally and in writing operational needs and successes, and persuasive client/vendor interactions, including regularly published communications to broad member audience
- Strong analytical and problem solving skills with an emphasis on synthesis from multiple sources and adaptation of information
- Dedication to excellence on all assignments and desire to create positive change for broader public

EXPERIENCE

- Administrator, US Play Coalition**
Clemson University, Clemson, South Carolina July 2012 - Present
40 hours per week; Salary: \$32,000
- Oversee and participate in all routine functions of the Coalition including conference, social media, website, oral and written communication
 - Supervise and assist Development Officer, temporary employees, and volunteers
 - Serve as a Play Champion at public functions and through written work
 - Implement new programs including Playground Maintenance and Play Facilitator
 - Develop policies and procedures manual for continuity of operations
 - Write monthly newsletter, which reaches over 1,400 in email contact network
 - Adapt to daily challenges posed by a young, growing organization while working within constraints of limited budget and personnel
 - Conduct strategic planning and facilitate plan writing and implementation
- Graduate Research Assistant**
Clemson University, Clemson, South Carolina August 2011 - August 2012
20 hours per week; Salary: \$16,000 per year
- Conducted skilled literature searches and reviews using both online and library resources
 - Collected samples during field research both in Michigan with Bald eagles (May 2011, June 2012) and in South Africa with African penguins (June 2011 - July 2011)

- Analyzed large data sets using statistics software SAS®
- Developed familiarity with numerous computer platforms and programs including: RefWorks, ArcGIS, Office, and search engines such as Web of Science and EBSCO Host
- Performed complex laboratory procedures for sample analysis including use of Graphite Furnace Atomic Absorption Spectroscopy
- Enhanced professional writing skills by submitting two articles for peer-reviewed journals

Administrative Assistant to Fran Mainella, Co-Chair of the US Play Coalition

Clemson University, Clemson, South Carolina

August 2011 – May 2012

7 hours per week; Hourly: \$7.25

- Served as Administrative Assistant to the “Conference on the Value of Play: Multi-Generational Actions and Strategies,” held in Clemson, South Carolina
 - Wrote descriptions of 70 plus educational sessions for conference program
 - Networked as social media spokesperson during the conference
 - Prepared audiovisual technology for keynote addresses and breakout sessions
 - Assisted with registrations, conference evaluation, and other aspects associated with an international conference of over 260 attendees
- Updated social media including webpage, Twitter, Facebook, LinkedIn, and YouTube for the U.S. Play Coalition with news and events
 - Grew number of Twitter followers by 150% during tenure
- Compiled a formal annotated bibliography on play research, now available online
- Assisted in production of 30 presentations, 15 speeches, 10 press releases, and other written work

Camp Counselor

May 2010 – August 2010, August 2011

Eagle’s Nest Camp, Pisgah Forest, North Carolina

PUBLICATIONS & PRESENTATIONS

Oral presentation, 2013 George Wright Society Conference	March 2013
Poster presentation, 13th Pan-African Ornithological Congress	October 2012
Co-authored feature “Never too old to Play!” <i>LIFE’s Vintage Newsmagazine</i>	May 2012
Oral presentation, 9 th Southeastern Ecology and Evolution Conference	March 2012
Poster presentation, 35 th Annual Waterbird Society Meeting	November 2011

ACADEMIC & PERSONAL ACHIEVEMENTS

Member, Phi Kappa Phi Honor Fraternity	October 2010 - Present
Alumni Representative, National Outdoor Leadership School	June 2007 - Present
Ambassador, College of Agriculture, Forestry, and Life Sciences	January 2011 - August 2012
Member, Natural Resources Graduate Student Association	January 2012 - August 2012
Member, The Wildlife Society	August 2010 - May 2012
Graduated with Departmental and General Honors	December 2011
President’s List	December 2008 – December 2011
Member, Students for Environmental Awareness	March 2009 – December 2011
Student Representative, Director Search Committee for SAFES	April 2011 - May 2011
Member, 2009 ACC Champion Women’s Rowing Team	August 2008 - May 2009
Raised a Service dog for Canine Companions for Independence	June 2004 - November 2005