

Devon Binion

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PROFESSIONAL SKILLS SUMMARY

- Strategic Digital Communication
- Safe Zone Certified: Program educating professionals about diversity and inclusion in the workplace
- Microsoft Office (Word, Excel, PowerPoint)

EDUCATION

University of Rhode Island, Kingston, RI

May 2021

Bachelor of Arts: Public Relations/ 3.54 Overall GPA

Minors: Business, Leadership Studies

RELEVANT EXPERIENCE

July 2019 - Present

NBC Sports Group, Stamford, CT

Production Support

- Perform all tasks required by production and talent
- Assist in control and studio room preparation
- Print and distribute rundowns for NASCAR America and the Premier League

URI Summer Sessions and Winter J Term, Kingston, RI

Jan. 2019 - Present

Marketing Intern

- Promote summer and winter courses at the University of Rhode Island
- Interview students and faculty
- Create and manage social media content

LEADERSHIP EXPERIENCE

URI New Student Programs, Kingston, RI

Dec. 2018 - Present

Orientation Leader

- Support first-year students with their transition into the University
- Facilitate leadership development activities for students
- Advise students academically

URI Undergraduate Admission, Kingston, RI

Sep. 2018 - Dec. 2018

Tour Manager

- Manage multiple tour guides and prepare them for their campus tour
- Organize tours and send them out periodically

Campus Tour Guide

Jan. 2018 -

Present

- Guided visitors through campus and informed them about student resources, personal experiences, campus life, etc.
- Presented at weekly admission information sessions and informed visitors about academic programs, the admission process, etc.
- Served as a navigator at the URI Welcome Center and assisted visitors with directions and parking passes

URI DRIVE (Diversifying, Recruiting, Inspiring, Volunteering, Educating), Kingston, RI

Sep. 2018 - May 2019

Vice President

- Recruit a diverse student population, inform prospective students about admission
- Build a mutually beneficial relationship with other student organizations, facilitate collaborative events
- Plan and execute the annual Multicultural Overnight Program, a two day event for incoming students

Secretary

Jan. 2018 - May 2018

- Recorded weekly meeting minutes, sent out weekly emails to members

- Created and managed social media content