

# Sharon L. Hay

Providence College  
1 Cunningham Square  
Providence, RI 02918

## **EXPERIENCE**

### **PROVIDENCE COLLEGE, Providence, Rhode Island, 1990 – Present** ***Director of Student Activities***

Responsible for the overall administration and implementation of all student activities sponsored during the course of the academic year, as well as during New Student Orientation. Contribute to the operation of the Slavin Center including the Slavin Center Information Desk and Central Reservations. Supervise two full time staff members, four graduate student assistants and over thirty student employees.

#### **Personnel:**

- Supervise and train full time staff members, graduate assistants, and over fifty student employees

#### **Facilities and Budget Management:**

- Managed the campus student union which houses administrative offices, entertainment facility, meeting rooms, student club offices, bookstore, banking facilities and College information desk
- Oversee management of programming in the McPhail's Entertainment Facility, a multipurpose facility which hosts over two hundred events annually
- Manage the Office of Student Activities budget.
- Oversee the management of the Board of Programmers budget
- Oversee management of Slavin Information Desk/Ticket Office
- Co-supervise Central Reservations which coordinates over 3,000 room reservations annually
- Assisted with the usage re-development of the Slavin Center, 1997 and with major building renovations in 2002 and 2009
- Assisted with the design of McPhail's Entertainment Facility, 2001

#### **Leadership, Training and Development:**

- Initiated Leadership 2000 program which has evolved into the Lifelong Leadership Program, including Transformations Retreat for new students, Breakfast of Champions Series, Dirigo Honor Society, annual leadership conference, monthly leadership digest, teambuilding activities, and Student Recognition Program
- Advise the Board of Programmers which coordinates approximately one hundred events annually
- Serve as resource for over one hundred clubs and organizations

#### **Programming, Advising, Scheduling, and Initiatives:**

- Oversaw transition of Orientation Program from summer based program to two part summer and fall program which serves over 1,800 attendees, 2009
- Maintain computerized tracking and data on extensive schedule of student events
- Negotiate and execute contracts with agents and entertainers for student programming
- Provide individualized event planning support/training to clubs and organizations
- Initiated PC After Hours Weekend Programming Series, 2003

## **SELECTED CAMPUS COMMITTEE INVOLVEMENT**

- Standing Committee on Service, 2007 - present
- September 11<sup>th</sup> Commemoration Committee, 2011
- Freshman Common Reading Program Implementation Committee, 2010 – present
- Slavin Center Planning Committee (chair), 2008- 2010
- Transportation Committee, 2008 – present
- NCAA Self Study Equity and Student-Athlete Well Being Subcommittee, 2007-2008
- Standing Committee on Service, 2007 - present
- Balfour Center Unity Committee, 2006-2009, 2012
- College Calendar Committee, 2006-present
- Space Utilization and Usage Committee, 2005-present
- Presidential Inauguration Committees, 2005, 1994-1995
- New Student Orientation Committee 1990 – present

## **PROFESSIONAL ORGANIZATIONS**

### **Association of College Unions International**, 1988 - present

- Awards and Scholarships Chair, 2011 – 2013; Regional Secretary, 2003 – 2009; Professional Development Coordinator for Region I, 1998 -2002; Hosted Regional Conference, Fall 2001; Hosted Two Regional College Bowls, 2003, 1999; Regional Conference Planning Committees, 1998, 1992; Women’s Concerns Coordinator for Region 1, 1994-1996; Co-Chair, Piecing Together the Fabric of Women’s Lives - one day conference, March 1995; Hosted ACUI/NACA Winter Social, January 1995

### **National Association for Campus Activities**, 1988 - present

- Host school for Regional Conference, 1995; Regional Conference Planning Committees, 1994, 1995

### **National Orientation Directors Association**

- Regional Conference Planning Committee, 1991-1992;

### **National Association for Student Personnel Administrators**

- State Director, 2013- present, Providence College representative to state board, 2012; Regional Conference presenter, 2009

### **Ocean State Student Leadership Consortium**, 1990 - 2005

- Founding Member, 1990; Consortium Chair, 1995-1996; Consortium Secretary, 1990 - 1993

## **SELECTED WORKSHOPS AND PRESENTATIONS**

- Lessons from the Leap: How One Campus is Navigating Alcohol Culture Change, NASPA Region 1 Conference, 2009
- Leadership Programming: Getting Started and Making It Your Own, University of Strathclyde, Scotland, 2008
- Growing Your Leadership Program, University College, Cork, Ireland, 2005
- Orientation Best Practices, University College, Cork, Ireland, 2005
- Effective Contract Negotiation, Providence College, presented annually, 1990 – present

## **HONORS AND AWARDS**

- Providence College Advisor of the Year, 2012, 2001
- Vincent C. Dore Award, May 2005
- NACA Staff Programmer Award, November 2001
- ACUI Distinguished Service Award, November 1999
- NACA New England Excellence in Programming Award, 1998, 1997
- NACA Special Program Recognition for “Piecing Together the Fabric of Women’s Lives”, 1995

## **EDUCATION**

- **M.Ed. in Counselor Education**, University of Maine, May 1988
- **B.A. in Social Work**, University of Maine, May 1985

