



MICHAEL ANDERSON

Collegiate Tournament Operations Manager

Resourceful Tournament Operations Manager with significant expertise in collegiate athletics, dedicated to enhancing the student-athlete experience through exemplary event management. Proven ability to collaborate with academic institutions, athletic departments, and student organizations to deliver high-quality sporting events. Skilled in managing logistics, from venue selection to event execution, ensuring compliance with NCAA regulations and standards.

CONTACT

- (555) 234-5678
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- San Francisco, CA

EDUCATION

Bachelor of Science in Sports Management

University of North Carolina
2014

SKILLS

- Collegiate Athletics
- Event Logistics
- NCAA Compliance
- Community Engagement
- Strategic Planning
- Participant Welfare

LANGUAGES

- English
- Spanish
- French

WORK EXPERIENCE

Collegiate Tournament Operations Manager

2020-2023

University Athletic Association

- Managed the organization of intercollegiate sports tournaments for over 25 universities.
- Collaborated with athletic directors to align event strategies with institutional missions.
- Ensured compliance with NCAA regulations throughout the event planning process.
- Coordinated logistics, including facility management and equipment procurement.
- Implemented community outreach programs to enhance local engagement.
- Developed evaluation metrics to assess event success and participant satisfaction.

Event Coordinator

2019-2020

Campus Recreation and Wellness Center

- Assisted in the planning and execution of recreational sports events for students.
- Coordinated logistics for intramural and club sports tournaments.
- Monitored participant feedback to inform future event planning.
- Supported marketing efforts to increase student participation.
- Facilitated communication between various campus departments.
- Provided on-site support during events to ensure a positive experience.

ACHIEVEMENTS

- Increased student-athlete participation in events by 40% over five years.
- Received the 'Outstanding Event Manager' award from the National Collegiate Athletic Association.
- Successfully launched a new annual championship that gained national recognition.