

**Mary E. Christ**  
180 W Greenwood Drive  
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[mchrist@westga.edu](mailto:mchrist@westga.edu)

## **CAREER PROFILE**

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- Over 15 years of experience in staff supervision, administration, *program development*, and staff training
- Areas of expertise range from *working with cancer patients* to speaking at national presentations
- A proven track record of successful programming, budget development and launching new recreational facilities
- Thorough knowledge of administration, personnel and organizational management
- Secured sponsorships with major venues, including NIKE, Pepsi, AquaFina and RYKA Sports Apparel
- Coordinated Health and Wellness Fairs, REC Fests, and YMCA summer sports training camps
- Consistently collaborate with University departments
- Experience supervising full-time staff members
- Possess superior customer service skills, leadership and management abilities
- Self-motivator, creative, and a team player
- Active member of NIRSA for over 15 years

## **EDUCATION**

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**University of West Georgia:** Masters Degree Candidate, Business Administration, anticipated graduation Spring, 2012.

**Indiana State University:** Masters Degree Candidate, completed two-year course study emphasizing Cardiac Rehabilitation and Exercise Physiology, Terre Haute, IN 1995-1997

**St. Cloud State University:** Bachelor of Arts; Double major, Physical Education & Community Health, St. Cloud, MN 1990-1995.

## **RELATED WORK EXPERIENCE**

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**Assistant Director: *Fitness and Wellness***, University of West Georgia, Carrollton, GA. 2006-Present.

- Develop and implement a comprehensive fitness and wellness program and open a multi-million dollar recreational facility for the University of West Georgia
- Develop a comprehensive course for group exercise instructors that included proper class instruction for spinning, various levels of yoga, pilates, and a variety traditional group exercise
- Implement a certification site for personal trainers, fitness instructors and yoga instructors
- Conduct fitness and wellness events and clinics for the campus community
- Provide workshops and continuing education programs for fitness staff
- Implemented “UWG’s Biggest Loser” event
- Develop and implement a marketing and promotion agenda for fitness programs

- Assess the group exercise and personal training programs through participant/client feedback, focus groups, surveys, and formal evaluations
- Assist with budget planning and equipment purchases for fitness program areas
- Maintain and uphold the University, Division, and Department standards regarding policies, procedures, risk management, and personnel
- Create and implement a campus-wide wellness committee that focuses on healthy lifestyles and building community connections for wellness related alternatives 2009, Committee Co-Chair Wellness Committee for 2011-2012
- Responsible for inspecting all resistance and cardio equipment, attending to any necessary repairs and contacting vendors for parts 2006-2011
- Chaired strategic planning subcommittee of the University's Master Plan, Goal Two: *Campus Culture, Climate, Engagement, Health*
- Game Day Committee Chair 2009

***Assistant Director: Group Exercise and Instructional Programs***, University of Miami, Coral Gables, FL. September 2004-2006

- Supervised a comprehensive fitness program including, group exercise, yoga, studio cycle, and fee-based instructional programs
- Determined program fiscal needs, prepared budget recommendations, determined class enrollment and fees, managed budget that exceeded \$175,000
- Maintained and coordinated registration procedures for instructional programs
- Established policies and procedures, maintained accurate records, provided current, monthly and annual participation and financial reports for fitness programs
- Purchased equipment supplies, coordinated with maintenance team on weekly check-ups
- Assisted with supervising active older adults and at-risk participants
- Implemented a certification site for fitness instructors and yoga instructors
- Hosted charity events to raise proceeds for United Way
- Developed and implemented a fitness incentive program for members, which included sponsorship and donations from national and local vendors
- Formed an alliance with RYKA fitness apparel, including free clothing and shoes for fitness staff
- Coordinated with Medical Campus in hiring and training staff, training clinics, establishing budgetary needs, and ordering fitness program equipment

***Program Director: Fitness and Aquatics***, RC Durr YMCA, Burlington, KY. 2004

- Developed and implemented wellness programs and management of group exercise, youth fitness and active older adult program
- Developed a comprehensive fitness program including a personal training program, staff workshops, advanced fitness testing and assessments and establishing relationships with local physicians and health clinics
- Supervised 3 full-time aquatic coordinators, part-time fitness staff, and interns
- Developed and implemented a strength and conditioning program for teens, including a fitness incentive program and sport specific training
- Developed budgetary needs, including program equipment purchases and payroll
- Supervised 3 full-time and 60+part-time employees, including lifeguards, group exercise instructors, weight room staff and interns

- Worked collaboratively with other branches to develop comprehensive risk management procedures for weight room, indoor and outdoor pools.
- Developed budgetary needs, including program equipment purchases and payroll
- Managed and administered all aspects of program operations for Aquatics, Fitness and Wellness
- Established excellent community relations, worked with staff/volunteers and fund raising in order to meet the needs of the community
- Assisted the Executive Director in developing and enforcing policies and procedures, daily and long-term pool maintenance, and inventory management
- Assisted Executive Team in conducting comprehensive on-site safety inspections to ensure that all facilities and programs are conducted in accordance with approved rules and regulations

***Strength and Conditioning Assistant Coach***, Women's Athletics, State University of West Georgia, Carrollton, GA. January 2003-December 2003

- Developed and implemented strength and conditioning programs for female athletes
- Collaborated with coaches on scheduling and training programs
- Analyzed sport specific videos, including lifting techniques, vertical jump approach and athletic improvement
- Tracked and recorded and record athletes' performance, including goal setting, max lifts, speed times, etc
- Coordinated and facilitated Booster Club activities at varsity sporting events
- Taught various aerobic classes for Recreational Sports Department

***Coordinator of Personnel Services and Wellness Programs***, Marquette University, Milwaukee, WI. Sept 2001-July 2002

- Supervised, hired, trained, evaluated and scheduled 125+ part-time employees for two recreation facilities
- Coordinated fitness and wellness programs including massage therapy, yoga, and group exercise classes
- Conducted fitness and wellness events and clinics for the campus community in conjunction with Resident Life and Health Education Department
- Supervised the maintenance and inventory of sports and recreation equipment, inspected facility and equipment for general upkeep and repairs
- Coordinated student payroll and employee database for service staff, instructors and contract workers
- Assisted Director and RecPlex Manager in ensuring the practice of safety/risk management procedures for both recreational facilities
- Monitored participant accident reports, employee injury reports and incident reports
- Assisted RecPlex Manager with special events, including annual golf tournaments

***Assistant Director: Fitness and Wellness***, University of Northern Colorado, Greeley, CO. 1997-2000

- Supervised a comprehensive fitness and wellness program for the campus community

- Developed and implemented a personal training program and massage therapy program
- Scheduled 50+ fitness classes per week including Cycle Reebok, group exercise, and yoga classes
- Provided and instructed monthly workshops for fitness staff and Graduate students
- Organized and implemented sponsorship programs including AquaFina, Pepsi and NIKE
- Conducted campus wide fitness and wellness events and clinics for community
- Assisted Rocky Mountain Cancer Research Organization with exercise prescriptions for cancer patients, and supervised exercise specialists
- Taught 300 level course for Kinesiology Department on exercise programming through ACE accredited programs
- Implemented facility as AFAA certification site for Northern Colorado and Southern Wyoming
- Represented campus recreation as a member of the University's Wellness Coalition Committee, as well as the Eating Disorders Task Force

***Fitness Coordinator***, Indiana State University, Terre Haute, IN. 1995-1997

- Served as a graduate assistant overseeing the University fitness programs
- Coordinated land and water classes for student, staff and faculty population
- Developed a comprehensive instructor training program
- Implemented body composition and cardiorespiratory fitness testing for students and staff
- Taught undergraduate physical education courses for the Kinesiology Department
- Designed the "Get Fit" instructor manual and established a video and music library for instructors
- Provided monthly workshops and continuing education programs for fitness staff

***Aerobics Coordinator***, St. Cloud State University, St. Cloud, MN. 1994-1995

- Served as student coordinator for the fitness programs for Recreational Sports
- Trained, scheduled, and evaluated 15-20 aerobics instructors
- Participated in campus-wide wellness and recreation events, coordinated fitness demonstrations, information tables, and other related sport and fitness events

**PROFESSIONAL DEVELOPMENT**

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***NIRSA National Presenter***

Presented at national conference, "Biomechanics of Group Exercise", Minneapolis, MN, 2006.

***NIRSA National Presenter***

Taught BOSU class at national conference, Orlando, FL 2005.

***ACSM National Presenter***

Presented thesis poster presentation at National Conference for American College of Sports Medicine, Orlando, FL 1998

***NIRSA Regional Presenter***, Region III

Ball State University, 1996

***IRSA Committee Chair Member***, Indiana Recreation/Sports Association

Recognition Committee, Chair, 1997

***IRSA Committee Member***, Indiana  
Student Lead-on Social Committee, Chair, 1997

**AWARDS AND RECOGNITION**

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***William Wasson Award***, NIRSA Region III

Recipient of Award, 1996-1997

***IRSA Outstanding Student***, State of Indiana

Recipient of award, 1996-1997

***NIRSA State Student Representative***, State of Indiana

State of Indiana, 1996-1997

## **REFERENCES**

### **Karen Lingrell**

Assistant Director  
Department of Career Services  
University of West Georgia  
Carrollton, GA 30118  
678-839-6431

### **John Lentz**

Director  
Department of Recreational Sports  
Indiana State University  
Terre Haute, IN

### **John Kratzer**

General Manager  
Recreational Sports  
Marquette University  
Milwaukee, WI 53201  
414-288-7778