





# KATELYNN BLEDSOE

## SHE/HER

### CONTACT

-  (901) 463-7656
-  katelynnbledsoe@gmail.com
-  Knoxville, TN
-  [Linked In](#)

### SKILLS

- Excellent Communication
- Customer Service
- Team Collaboration
- Event Planning
- Leadership & Leadership Development
- Email Etiquette & Communication
- Problem-Solving and Critical Thinking
- Adaptability
- Mentorship
- Cultural Competence
- Time Management
- Feedback and Assessment

### COMMUNITY SERVICE

#### Beyond Educating Foundation

- Student Volunteer
- January 2022-Current
- Memphis, TN

#### MUSE Children's Museum

- Student Volunteer
- November 2024-Current
- Knoxville, TN

### EDUCATION

#### The University of Tennessee-Knoxville

Bachelors of Science in Communications, Advertising  
Minor in Graphic Design  
Graduation: May 2025

### WORK EXPERIENCE

#### Bartender| Server

Bonefish Grill

June 2024-Current

- Welcome and maintain customers using excellent customer service, task organizational, and time management skills.
- Promptly organizing the seating chart which ensures servers, kitchen staff, and management are treated fairly, effectively communicating, and can effectively adapt to the fast-paced environment.
- Maintain the bar top, gift shop, host stand, bathrooms, seating tables, and kitchen cabinets clean and stocked with necessary items.

#### Jr. Production Assistant

LEO Events

June 2024

- Assisted with the backstage logistics of the 2024 Walmart Shareholders Celebration shows in which approximately 14,000 Walmart employees attended.
- Collaborated and shadowed with industry professionals including talent, creative directors, camera production crew, executive producers, etc.
- Developed strong multitasking and communication skills by handling various production aspects under tight deadlines in a fast-paced environment.

#### Dean of Students Fellow

Dean of Students| University of Tennessee

August 2024-Current

- On a day to day basis, I greet visitors and callers professionally, offer a hospitable environment, and provide campus resources and solutions to students, parent, faculty, etc.
- Provide excellent customer service to visitors and callers by having the initiative to research and problem-solve.
- Assist Dean's team and campus wide organizations with project management, program development, and event coordination.

#### Leo Events Fellow

LEO Events | University of Tennessee





August 2024-Current

- Engage in a series of specialized professional development sessions throughout the year with LEO Events and CCI's Office of Professional Development.
- Working alongside LEO Events and other companies at live events.
- Developed and applied skills to effectively plan, execute, promote, and produce corporate events through hands-on training.

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## EXTRACURRICULARS

- **Black Students for Artistic Expression**
  - August 2022- Current
  - President
  - August 2023- Current
- **Multicultural Mentoring Program**
  - Senior Peer Mentor
  - August 2023- Current
- **Advertising Club**
  - August 2022- Current
- **Melanin Mental Health Alliance**
  - Treasurer
  - August 2024- Current
- **Campus Events Board**
  - August 2022- Spring 2024
  - Project Lead
    - November 2023

## REFERENCES

### Dr. Ebony Briggs

 (901) 230-0434  
 esoward@gmail.com

### Makinnah Camp

 (706) 639-4040

## HONORS & AWARDS

### CSE Student Engagement Awards

Black Students for Artistic Expression 2024

- Outstanding Commitment to Community Award

### CSE Awards Banquet

Campus Events Board 2023

- Unsung Hero Award

## LEADERSHIP POSITIONS

### Senior Peer Mentor| MMP

Multicultural Mentoring Program | University of Tennessee Organization  
August 2024-Current

- Being a senior peer mentor of this organization, I've fostered many skills including effective communication, team leadership and planning, and outreach skills.
- On a day to day basis, I have to update and organize the organization's Google Drive, delegate tasks to the mentors in the program, and ensure that event attendance is accurately updated.

### Treasurer| MMHA

Melanin Mental Health Alliance| University of Tennessee Organization  
August 2024-Current

- On a day to day basis, I have to update and keep up with account balances as well as plan for fundraising events and ways that the organization could delegate the funds raised.
- I've also had the opportunity to create the tri-fold for tabling and information sessions.

### B.A.E. President

Black Students for Artistic Expression | University of Tennessee Organization  
August 2023-August 2024

- Being the leader of this organization, I've fostered many skills including effective planning, delegating tasks, public speaking, and outreach skills.
- On a day to day basis, I updated and organized the organization's Google Drive, delegated tasks to the executive board, and ensures that the flow of events go as planned with enough resources and people to arm the event.
- I overlooked the planning of these events from start to finish. Including being the main point of contact for collaboration, funding, and timeline of ideas.

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## PROFESSIONAL DEVELOPMENT

### Atlanta ADPR Professional Development Trip

Tombras School of Advertising and Public Relations

February 27-March 1, 2024

- On this trip, I learned more about the advertising, public relations, and data analytics jobs in the industry. We got to tour eight different companies including Weber Shandwick, American Express, Centers for Disease Control and Prevention, Omnicom, GoTo Foods, and Edelman.
- Touring these companies, allowed me to gain insight into the many different jobs and experiences that the employees gained are gaining within their companies. We even got to discuss the brands that each company work with and how they hold each brand together with their teams.

### New York ADPR Professional Development Trip

Tombras School of Advertising and Public Relations

January 20-25, 2025

- On this trip, I learned more about the advertising, public relations, production, and creative jobs in the industry. We toured six different companies including Goodby, Silverstein, & Partners, Publicis Groupe, Tombras, Orchard, McCann New York, and VaynerMedia.
- Touring these companies, I gained insight into the many different jobs, experiences, and brands that the employees gained within their companies. We even got to see some of the UT Alumni that worked at these companies at the CCI Alumni Reception at Tombras New York.