**Nicole Clemens**15 Burton St. Bristol, RI 02809   
 1(401) 580-1937 – clemensn@tiffin.edu

**Education**  
**Masters of Business: Sports Management***Tiffin University: Anticipated Graduation August 2017*  **Bachelor of Arts: Psychology &  
Bachelor of Science: Chemical Dependency and Addiction Studies (CDAS)***Rhode Island College: 2014 Graduate* **Experience**

**Varsity Head Softball Coach***Mt. Hope High School – September 2013 – Present* - Design training programs to help fine tune both team and individual skills  
 - Implement strength and conditioning training sessions  
 - Prepare student athletes for collegiate athletics  
 - Instill leadership and importance of sportsmanship on and off the field  
 - Work compatibly and cooperatively with Mt. Hope athletic administration   
 and Rhode Island Interscholastic League   
**Head Clinic Instructor & Hitting, Catching, & Pitching Instructor***365 Sports Academy – September 2014 – June 2016*  
 - Implement proper techniques in hitting, fielding, pitching, and catching   
 - Designs training programs that create fun, educational, and structured  
 environment for children to learn the fundamentals of softball  
 - Communicate with the Director of Operations, Director of Baseball Operations,   
 and parents to ensure cohesive implementation of programs  
**Fastpitch Travel Softball Coach***Ocean State Waves – July 2014 – August 2016* **-** Development of pre-season and in-season training programs  
 **-** Prepare athletes for high school and collegiate ball  
 - Communicate with assistant coaches, association administrator, parents, and players   
 regarding scheduling, expectations, and changes throughout the season  
**Assistant Manger***The UPS Store – August 2009 to Present* - Assist the manger in organizing, planning, and coordinating store operations  
 - Design, format, and complete print projects using Microsoft Suites  
 - Design of business cards, restaurant menus, marketing displays, etc.   
 - Maintains inventory by checking merchandise and anticipating customer demand  
 - Assist customers with all domestic and international shipping needs including  
 packings, processing, and labeling outgoing packages