

Molly Passow

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EDUCATION

Niagara University- Niagara University, NY
Bachelor of Science in Tourism Event and Meeting Management, May 2025
Major: Marketing Minor: American Sign Language and Deaf Studies
GPA: 3.87 Dean's List (5 semesters)

INTERNSHIP

9/23 – Present

The Buffalo Sabres- Buffalo, NY

Game Presentation Intern

- Work alongside the Game Presentation Department to create a memorable experience for fans
- Effectively communicate with a group of nine other interns to execute in-game promotions

5/22- 8/23

The Country Club- Pepper Pike, OH

Special Events and Catering Management Intern

- Supervise special events alongside Banquet and Events managers
- Manage a team of up to 30 people while communicating with the event host to ensure quality service
- Execute weekly pizza night and the employee appreciation party at the end of the summer
- Collaborate with other departments of the club to successfully execute events ensuring transparency amongst all departments

EVENT PLANNING

5/23-Present

NU Club Management Association of America – Niagara University, NY

President

- Coordinate meetings and trips exposing students to the private club industry
- Plan and execute meetings with club managers to provide students with a network of professionals in the industry, both locally and nationally

5/22-Present

Campus Programing Board- Niagara University, NY

Events Co-Chairperson 2022-2023, Co-President 2023-2024

- Lead a team of ten students to successfully plan and execute events for students on or off campus
- Coordinate with departments on campus to execute on average three events or bus trips per week

2/22- 8/23

Student Government Association-Niagara University, NY

Programing Chair, Class of 2025 Delegation

- Coordinate events sponsored by the Niagara University Student Government Association Delegation for the Class of 2025
- Work with a team of six other members of the Delegation. Collaborate with each class delegation and the cabinet

MARKETING EXPERIENCE

8/21 – Present

Niagara University Office of Campus Ministry – Niagara University, NY

Student Employee (Plunge Leader – 8/22) (Plunge Coordinator - 8/23)

- Update the Instagram page for all events, by providing information and creating an interactive social media presence

9/23-Present

Pinnacle Community Services - Niagara Falls, NY

Development Intern

- Work alongside the Marketing and Creative Team to effectively plan and execute donation campaigns
- Effectively communicate with multiple community leaders to build positive relationships between Pinnacle and local organizations
- Organize and collect information from local organizations and donors in a new database

8/21 – 8/23

Niagara University Ski & Snowboard Club – Niagara University, NY

Vice President

- Update the club Instagram page and coordinate/promote club events and activities

CONFERENCES

Attendee, CMAA World Conference- Orlando, FL (2/23)

Attendee, CMAA National Student Education Conference - Chicago, IL (11/22)

Attendee, Society of St. Vincent de Paul National Assembly - Baltimore, MD (8/22)

CERTIFICATIONS

Servsafe Allergens (05/22) TIPS Ohio (05/22) Hootsuite Platform (09/23)

Hootsuite Social Media Certification (10/23)

COMPUTER SKILLS

Microsoft Office, Word, PowerPoint, Excel, Google Drive; Social Media for Marketing; Twitter, Instagram, TikTok; Business Programs: QuickBooks; BuilderTrend; Creative Programs: Canva, Adobe Photoshop