

# Makaela Larkin

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## EDUCATION

- **Bachelor of Science in Business Management (Sports Media Minor)** Expected May 2028
- Susquehanna University, Selinsgrove, PA GPA: 3.9/4.0
- Sigmund Weis School of Business
- Alpha Lambda Delta National Honor Society April 2025-Present
- Susquehanna University Dean's List All Semesters
- Susquehanna University Presidential Scholarship August 2024- Present
- Relevant Courses: Global Business Perspectives, Sports Media Relations and Promo

## OBJECTIVE

Motivated Business Management student with minor in Sports Media seeking opportunities on the business side of the sports industry. Interested in combining analytical skills, digital media creation, and athletic leadership experience to support marketing, operations, or sales.

## WORK EXPERIENCE

Executive Secretary, Rockland County Patrolmen's Benevolent Association, Pearl River, NY May 2025 - Present

- Work 8+ hours a week providing administrative support by managing schedules, preparing correspondence, and maintaining records
- Maintain secure handling and storage of sensitive information in accordance with company protocols
- Assist in coordinating fundraisers and golf outings for associate members

## LEADERSHIP AND INVOLVEMENT

### INTERCOLLEGIATE ATHLETICS

Women's Lacrosse, Susquehanna University September 2024 - Present

- Commit 10+ hours per week during off-season and 15-20 hours per week during regular season to practice, games, film review, and strength training while balancing a full academic course load
- Dedicate 10+ hours a year to team fundraising and volunteering efforts, helping raise money for team trips, gear, and equipment
- Fundraised \$1,300 individually by connecting with donors to support a team trip to Florida

### STUDENT-ATHLETE ADVISORY COMMITTEE

Member, Susquehanna University September 2025-Present

- Attend monthly committee meetings representing the women's lacrosse team and student-athlete interests
- Assist in planning and promoting school wide events for approximately 670 student-athletes
- Support community outreach by assisting with "Halloween on the Ave", a trick-or-treating event that engages local families and builds a strong relationship between the university and nearby residents

## REFERENCES

- **Sean O'Connor**, President Rockland County Patrolmen's Benevolent Association  
(845) 642-5573, [president@rcpba.org](mailto:president@rcpba.org)
- **Randall Swope**, Head Coach Susquehanna Women's Lacrosse  
(570) 490-0594, [swoper@susqu.edu](mailto:swoper@susqu.edu)

## SKILLS

- Technology: Microsoft Office, Google Workspace, Canva
- Social Media: Facebook, Instagram, LinkedIn

