

## Matthew Grady

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<http://matthewgradysportfolio.weebly.com>

**Career Goal:** To use my experience and hard work ethic to contribute to the goals and tasks of the organization I am employed by, and to learn as much as possible from my co-workers and managers.

### Education

<b>Graduated Dec. 2014</b>	B.S. in Outdoor Education. Course descriptions are available at <a href="#">GCSU Outdoor Education Classes</a>  Minor in Business Administration. Course descriptions are available at <a href="#">GCSU Business Minor Courses</a>	<a href="#">Georgia College and State University</a>
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### Employment:

<i>Seasonal</i>		
Dates	Position	Organization
May 2015 – Nov 2015	<b>Mountain Bike Guide.</b> Responsibilities: Lead guests on 5/6 days trips in various outdoor settings, cooking all meals, responsible for well being of guests.	<a href="#">Western Spirit Cycling</a>
February 2015 – May 2015	<b>Outdoor Educator.</b> Responsibilities: Create lesson plans and teach Environmental Education to residential school groups. Customer service with University Crew teams, maintain site, dorms and lodges.	Clemson Universities – <a href="#">Youth Learning Institute</a>
May 2014 – August 2014	<b>Adventure Staff – Mountain Biking Instructor</b> – Facilitate “classroom sessions” & day programs for campers. <b>Instruct</b> - basic bike skills <b>Lead</b> – Plan and lead MTB day and multi-day overnight trips. Cooking, set up and break down of camp, etc.	<a href="#">Falling Creek Camp</a>
June 2013 – August 2013	<b>Expedition Staff – Backpacking Counselor.</b> Responsible for the well being of campers. <b>Responsibilities included;</b> Teaching basic outdoor living skills. Leading 3 – 4 day overnight trips for 7-9 campers.	<a href="#">Cheley Colorado Camps</a>
May 2012 – August 2012	<b>Mountain Biking Instructor</b> – Facilitate MTB day programs for campers, <b>Instruct</b> basic riding skills. Plan and Execute MTB day trips and multi-day overnight trips. Cooking, set up and breakdown of camp, etc.	<a href="#">Camp Timberlake</a>

<i>Part-time</i>		
Dates	Position	Organization
Spring 2013 – Fall 2014	<b>Facilitator with the Georgia College Outdoor Education Center.</b> Responsibilities: Set up break down Dynamic & Static Challenge course. Facilitate group development activities with various client groups.	<a href="#">Georgia College Outdoor Center</a>
February 2013 - Present	<b>Catering and Wait Server:</b> Responsibilities: Take orders, serve tables, closeout bill. <b>Banquet Server;</b> weddings, golf tournaments etc. Also includes set up & breakdown.	<a href="#">Milledgeville Country Club</a>
April 2010 – Present	<b>Catering and Wait Server:</b> Responsibilities: Take orders, serve tables, closeout bill. <b>Banquet Server;</b> weddings, golf tournaments etc. Also includes set up & breakdown.	<a href="#">The Georgia Club</a>
August 2010 – Present	<b>Responsibilities:</b> Manage/Serve <u>four</u> skyboxes during UGA home football games (i.e. take care of approx. 70 guests, set-up buffet service, replenish buffets, service drink bar)	<a href="#">Proof of the Pudding</a>

### Professional Development

March 2015	Certified Bike Mechanic	<a href="#">Appalachian Bike Institute</a>
December 2014	<a href="#">PADI Open Water Dive Certification</a>	<a href="#">Professional Association of Diving Instructors</a>
August 2014	Staff Training with the Outdoor Center at Georgia College	<a href="#">Georgia College Outdoor Center</a>
June 2014	<a href="#">IMBA ICP Level 1 Instructor Cert</a>	<a href="#">International Mountain Bike Association</a>
May 2014	Falling Creek Camp All Staff Training	<a href="#">Falling Creek Camp</a>
May 2014	FCC Adventure Staff Training	Falling Creek Camp
May 2014	<a href="#">Wilderness First Responder</a> Certification Course	<a href="#">(SOLO) Stonehearth Open Learning Opportunities</a>
May 2014	<a href="#">CPR &amp; AED</a>	<a href="#">American Safety &amp; Health Institute</a>
Feb. 2014	American Camp Association <a href="#">ACA 2014 National Conference</a>	<a href="#">American Camp Association</a>
Nov. 2013	4H National Congress Convention	Facilitated Workshop. Within Group

		Development Activities
November 2013	Advanced Facilitation Strategies Course	<a href="#">GCSU Outdoor Education Classes</a>
October 2013	Program Planning in Outdoor Education Course	<a href="#">GCSU Outdoor Education Classes</a>
Sept. 2013	Principles of Field Leadership Course	<a href="#">GCSU Outdoor Education Classes</a>
August 2013	Staff Training with the Outdoor Center at Georgia College	GC Outdoor Center
Fall 2013	GCSU Challenge Course – Volunteer for various programs.	GC Outdoor Center
May 2013	Cheley Colorado Camps Staff Training	<a href="#">Cheley Colorado Camps</a>
Spring 2013	Rock Climbing Instructional Strategies Course.	<a href="#">GCSU Outdoor Education Classes</a>
Spring 2013	Challenge Course Management Course	<a href="#">GCSU Outdoor Education Classes</a>
Spring 2013	Group Development Course	<a href="#">GCSU Outdoor Education Classes</a>
Fall 2012	Leave No Trace Trainer Course	<a href="#">Leave No Trace</a>
May 2012	Camp Timberlake for Boys all Staff Training	<a href="#">Camp Timberlake</a>
May 2012	Camp Timberlake for Boys Adventure Staff Training	Camp Timberlake
May 2012	<a href="#">ARC Lifeguard Course</a>	<a href="#">American Red Cross</a>
May 2012	Wilderness First Aid Certification Class	American Red Cross

### Publications

**4H National Congress- Primary Outcome Paper:** Written by Chelsea Arnold, Max Wheeler, and Matthew Grady.

Published document located on Professional Portfolio, under professional development.

### Service Work

Date	Name	Organization
3/1/2014	Bicycle Club of Milledgeville – Trail Work	<a href="#">Bicycle Club of Millville</a>
2008 - 2010	Sparrows Nest - Clean up grounds and facilities on a weekly basis	<a href="http://www.sparrowsnestmission.org">http://www.sparrowsnestmission.org</a>
Dec. & Mar. 2006	Hurricane Katrina Disaster Relief - Pass Christian, Mississippi and New Orleans, Louisiana.	

**Memberships and Affiliations**

IMBA – May 2014	International Mountain Bike Association
ACA – Fall 2013	American Camp Association – Student Member
USAT – Spring 2013	USA Triathlon
GCSU Multisport Club – Spring - 2013	<a href="#">GCSU Multisport</a>
Leave No Trace – Fall 2012	

**Honors, Awards & Scholarships**

Date	Name	Organization
2010 – 2014	Hope Scholarship	