

Jarvis Stampley

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SKILLS PROFILE

- Exceptional writing capabilities, both analytical and creative
- Strong interpersonal communication skills
- Highly organized, self-motivated, punctual, and comfortable with leadership
- Tech Savvy (Microsoft Office, Adobe PowerPoint, Photoshop, Lightroom)
- Event planning/managing
- Comfortable working with talent, artists, and high profile individuals and ability to interact and work with staff at all levels
- Strong problem solving and delegating skills
- Driven and focused with creative vision
- Ability to multitask, meet goals/deadlines, learn new programs, and acquire new skills quickly

EMPLOYMENT HISTORY

Logistics Coordinator- Campus Activities Board 8/25/2013 – 5/16/2015
Clinton, MS

- Managed and supervised professional a team of students dedicated to providing events for the student body
- Coordinated with professional performers teams including Phillip Phillips, Ben Rector ,Drew Holcomb and the Neighbors, Parachute and a variety of other performers, musicians, school/church groups
- Created budgeting/planning for most events
- Responsible for scouting talent nationally and internationally, scheduled and assisted in negotiating contractual consultations, signing artists to the firm, supervised and updated artist profiles with client interested buzz points, developed play-list for brand clients based on project needs, and aided the A&R Manager and Supervisor with daily task.

Coordinator- Welcome Week Crew 5/14/2014 – 8/11/2017
Clinton, MS

- Supervised production crews
- Assisted in all aspects of performance including building of stages, lighting, public relations, marketing, fundraising and contract negotiations
- Assisted in discovering and contacting talent to perform at various events on campus

Vice President-Civitan Mens Club- The Council 5/16/2013 – 4/19/2015
Clinton, MS

- Served on the governing body of Clubs & Tribes of Mississippi College
- Oversaw General Rush, Social Organization Policies, Club & Tribe Judicial Process and campus Wide Events such as Follies and Derby Week

Follies Chair- Civitan Mens Club 8/15/2012 – 10/22/2017
Clinton, MS

- Monitored functions ranging from ticket taking to concession operations
- Resolved technical issues with projectors
- Addressed patron complaints in a timely and professional manner
- Scheduled special events and ensured proper staffing for such events

EDUCATION

- Bachelors of Science- Mississippi College

Business Administration, December 2016