

Madisyn Hefele

Recreation Supervisor

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☎ (174) 543-1001

📍 123 Maple Street, Cherry Hill, NJ 08002

EDUCATION

Bachelor of Science in Recreation Management at Montclair State University, Montclair, NJ

Aug 2016 - May 2021

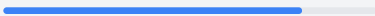
Relevant Coursework: Recreation Planning and Facility Management, Outdoor Adventure and Environmental Education, Event Management, Tourism and Sustainable Development, Program Planning and Evaluation, Risk Management, and Marketing and Public Relations.

LINKS

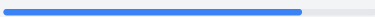
[linkedin.com/in/madisynhefele](https://www.linkedin.com/in/madisynhefele)

SKILLS

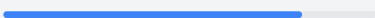
Scheduling



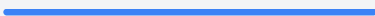
Budgeting



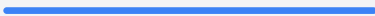
Conflict Resolution



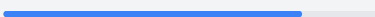
Program Development



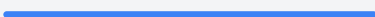
Staff Management



Risk Assessment

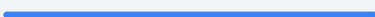


Customer Service

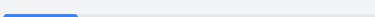


LANGUAGES

English



Hindi



HOBBIES

PROFILE

Results-driven Recreation Supervisor with 2 years of experience in managing and executing recreational programs and events. Adept at fostering community engagement, ensuring participant satisfaction, and maintaining facility operations. Proven success in staff management, budget administration, and program development, striving to create a welcoming and inclusive environment for all.

EMPLOYMENT HISTORY

● Recreation Supervisor at New Jersey Recreation and Park Association, NJ

May 2023 - Present

- Successfully increased community engagement in recreational programs by 35% within two years through strategic marketing and partnerships with local organizations, resulting in an additional 1,200 participants.
- Streamlined the program scheduling process, reducing administrative workload by 20% and improving overall efficiency in coordinating activities across multiple parks and facilities.
- Secured over \$50,000 in grant funding to support the development of new park amenities and enhancements, including a fully-accessible playground and an upgraded sports complex, benefiting thousands of residents in the community.

● Assistant Recreation Supervisor at Toms River Township Recreation Department, NJ

Sep 2021 - Apr 2023

- Successfully increased community program participation by 25% within one year by developing and implementing targeted marketing strategies and enhancing existing programs to better cater to the local population's needs.
- Spearheaded the organization and execution of the annual Toms River Township Summer Camp, leading a team of 50 staff members and accommodating over 1,000 children in various age groups, resulting in a 15% increase in attendance compared to the previous year.
- Implemented a new system for managing facility bookings and reservations, streamlining the process and reducing administrative workload by 30%, while also improving customer satisfaction and increasing facility usage by 20%.
- Developed and managed a budget of \$500,000, ensuring the allocation of funds was effectively utilized to maintain and improve the quality of recreational programs and facilities, ultimately reducing operational costs by 10% without compromising service quality.

CERTIFICATES

Certified Park and Recreation Professional (CPRP)

Jan 2022