

KRISTINE ADAMS

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OBJECTIVE: To be nominated and elected as Inspector of Elections for Precinct 2 in Easttown Township.

COMMUNITY INVOLVEMENT

Eastern PA Conference of The United Methodist Church

- 2019 – present *Alternate Delegate for Northeast Jurisdiction Conference*
- 2016-present *Lay Delegate for Annual Conference of the Eastern PA Conference of The United Methodist Church*

2018 – present Easttown Township Democratic Committee

Secretary

2017-2019 Tredyffrin Easttown Parents Music Organization (TEMPO)

- Managed Away Food Stand, parent chaperone, uniform fitting

2017-2019 Conestoga High School

Volunteer

2016-present Easttown-2 Pollworker

- Sign in voters, machine operator

Berwyn United Methodist Church, Berwyn, PA

2015 – present Chair, Communications Committee

- Editor, *The Lighted Cross* church newsletter
- Manage church's social media
- Publicize internally and externally events of the church

2008-2012 Co-Chair Worship Committee

- Oversee several sub committees which include, but not limited to: liturgists, special visual displays, Flowers, music/choir, ushers, greeters, Lent and Advent readers, etc.

2009-2012 Girl Scouts of Eastern PA Berwyn, PA

Co-Troop Leader

- Lead a troop of 8-10 elementary age girls with service projects, crafts and other learning opportunities within our community and beyond.

PROFESSIONAL EXPERIENCE

September 2012 – September 2015 HeartWork Organizing, Wayne, PA

Administrative Assistant

- Maintain database of customers and leads from events and seminars
- Update blog
- Post articles on various social media
- Put together packets for events and seminars

2000-2011 The Pampered Chef

Independent Consultant

- Conducted in-home demonstrations of high-quality kitchen products

2000-2002 Citadel Communications – Harrisburg Elizabethtown, PA

Sales Assistant

- Assisted General Sales Managers and their Account Executives for 5 radio stations
- Put together sales packages, tracking reports, ratings requests
- Assisted in the execution of special station events involving the Sales team

1997–2000 Rite Aid Corporation Camp Hill, PA

Space Management Specialist

- Electronic merchandising of the OTC (Over the Counter) and Vitamins/GNC departments.

Profit Plan Coordinator

- Photograph, write, edit and layout the chain wide monthly Profit Plan Book using MS Word, QuarkXpress, and PhotoShop.

1994–1997 The Salvation Army Eastern PA & Delaware Divisional Headquarters

Philadelphia, PA

Special Events/Public Relations Coordinator

- Coordinated all aspects of the annual FORE! Kids Golf Tournament.
- Wrote, edited, designed and layout of several local and divisional publications.
- Provided media support to various departments and programs of the organization.

EDUCATION 1990–1994 Shippensburg University Shippensburg, PA

- B.A., Communications/Journalism-Radio/Television.
- History concentration.
- Business Director, Executive Producer of University Productions, SUTV (campus television station)