

Carol Delbridge

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EDUCATION

TEMPLE UNIVERSITY – School of Sport, Tourism and Hospitality Management Philadelphia, PA
Bachelor of Science Expected Graduation: May 2026

Major: Event and Entertainment Management

Concentration: Live Entertainment

GPA: 3.8

Relevant Coursework: Leadership & Organizational Management | Event Operations | Theatre/Entertainment Management | Marketing

Honors & Activities:

Greater Philadelphia PCMA Chapter | Student Member October 2023-Present

Eta Sigma Delta | Vice President November 2024-Present

- Create and manage semester calendar by organizing social and fundraising events for 30+ members
- Assist club President with overseeing the organization and help finalize decisions

Event Planning Association | Secretary January 2025-Present

- Collaborate with Executive Board to create and host club meetings and events, ensuring all meeting notes and times are kept up to date

National Society of Minorities in Hospitality | Director of Public Relations & Outreach October 2025-Present

- Serve as the primary liaison between the organization and external partners including alumni, and community leaders

EXPERIENCE

Pennsylvania Horticultural Society | Volunteers Intern | Philadelphia, PA January 2026-Present

- Assist 3,100+ volunteers at the 2026 Philadelphia Flower Show by helping them check-in, answering all questions, and providing them with directions around the show
- Collaborate with the Operations, Marketplace, and Competitive Classes teams to make sure all information provided to volunteers is accurate and up to date on daily newsletters
- Communicate with all volunteers through VolunteerHub, and assist with all concerns relating to account/shift management

University Office of Housing and Residential Life | Residential Assistant | Philadelphia, PA August 2023-Present

- Collaborate with other Residential Life staff to achieve departmental goals and organize/facilitate social and educational events for 25+ residents to engage in
- Advise a floor of 25 student residents on conflict-resolution strategies and problem-solving
- Enforce university policies, foster a safe environment, and respond to conflict utilizing resolution management tactics for 600+ residents

Ardmore Music Hall | Venue Operations Intern | Ardmore, PA January-April 2025

- Fulfilled hospitality riders for 45+ artists, ensuring all backstage and green room accommodations were met
- Took inventory of 31+ venue supplies and materials, restocked green rooms and essential items to maintain a welcoming and organized environment
- Assisted with show and event operations, including setup, ticketing, and welcoming guests to ensure a smooth experience for both artists and attendees

TU Performing Arts Center | Assistant Stage Manager | Philadelphia, PA January-April 2024

- Oversaw backstage operations during performances, ensuring that all members were in their designated places, assisting with quick costume changes, and managing scene changes and prop placement
- Handled administrative tasks including maintaining production schedules, organizing and filling out paperwork, and documenting production-related information

CONFERENCES ATTENDED

Rock Lititz LIVE Experience Day 2024 | Student Attendee | Lititz, PA November 2024

PCMA Convening Leaders 2024 | Student Attendee | San Diego, CA January 2024

SKILLS

Microsoft 365/Google Suite, Prism.fm, VolunteerHub, Mail/Label/Letter Merge