

# Grace Nelson

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## EXPERIENCE

### Key Club International, Orlando, FL & Atlanta, GA

April 2024 - July 2025

*Lead Intern*- Lead group of interns and worked directly with staff and students in planning ICON 2025, an event of 1000+ Key Club members. Organized workshop schedule, coordinated awards for all of Key Club International, facilitated elections process for 30+ candidates, coordinated Run of Show including scripts, behind-stage processes and speakers.

*Special Events Intern*- Created daily ten-minute episodes of Key Club TV (containing relevant and engaging convention content). Assisted with coordination and planning of contests and awards for ICON 2024. Prepared materials, coordinated award recipients, developed contests and award judges' schedules.

### Dance Marathon at UF, Gainesville, FL

August 2023 - Present

*Assistant Director of Established Programs*- Oversee five high school programs and serve as support for ten Marathon Relations Captains through weekly breakouts and meetings. Serve as a liaison between DM at UF and school's administration through contact with each program's advisors. Contribute to the overall success of the Marathon Relations Team and advocating for pediatric illness and fundraising locally for UF Health Shands Children's Hospital.

*Marathon Relations Captain*- Educated and motivated multiple high school programs as they fundraised throughout the year and ultimately executed their Mini Marathon, while also personally fundraising on the Marathon Relations team. Worked with two programs (Buchholz and Newberry), who raised \$17k in total. Personally fundraised \$1k+. Emcee for DM at UF's 26.2 hour main event and facilitated fundraising pushes, activities, etc.

### Dance Teacher (Creative Heart Dance Studio) Boca Raton, FL

August 2021 - May 2023

Taught students ages 5-6 years old a variety of dance styles weekly, developing fundamental dance techniques, educating in French dance terminology, choreographing a dance for showcases and recitals, and substituting for other staff members.

## HONORS / AWARDS

- Buchholz High School Outstanding Volunteer of the Year Award - 2025
- Robert F. Lucas Outstanding Lieutenant Governor Award (Key Club International) - 2023
- Florida Key Club Leader of Leaders Award - 2023
- Bob Parton Outstanding Committee Chair Award (Florida Key Club) - 2023
- Outstanding High School Leader Marathon Relations South (Dance Marathon at UF) - 2023
- Paychex Scholarship Recipient - 2023-2027
- Hispanic Scholarship Fund Scholarship Recipient - 2023
- Studio Dancer of the Year (Creative Heart Dance Studio) - 2023
- Distinguished Club Secretary Award (Florida Key Club) - 2022
- Adobe Photoshop Certification - 2020

## EDUCATION

### University of Florida, Gainesville, FL

Expected Graduation: Spring 2027

- Media Production Management and Technology Major
- Dance Minor