

# Jennifer Savas

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## Experience

### ImproveCareNow

#### *Project Specialist*

June 2015 - Present

Responsible for the overall management of conference development and planning for ImproveCareNow as well as overseeing the conferences at each designated site. This includes hiring and training project staff to work at each conference, creating conference budget prior to registration; handling all invoicing, reporting and communication to all attendees. Work with conference hotels in executing contracts on rooms, AV, meals and any attendee special needs. Create signage, handouts and agendas for participants. Write monthly newsletters for a research study group of over 500 participants. Work with young patients with IBD to tell their story through our blog posts and social media. Coordinate between Research Study Sponsor and 60+ ImproveCareNow Care Centers for innovative study determining clinical remission rate in pediatric patients with moderate to severe Crohn's Disease. ImproveCareNow is an international network of over 109 centers collaborating to improve health care outcomes for children with inflammatory bowel diseases.

### RunVermont

#### *Vermont City Marathon Sport & Fitness Expo Director*

January 2016 – May 2021

Recruit, register and organize over 55 local and national vendors, sponsors and non-profit organizations pre-event. Contract host hotel for space, AV needs and layout for the two-day exposition.

#### *Registration Director*

April 2006 - June 2015

Manage all financials from runner registrations, charity partners, Sport & Fitness Expo vendors, local hotels and restaurants. Help solicit, train and cultivate volunteer relationships for each RunVermont event. Design, program, and implement a custom registration system for the Vermont City Marathon and 15 other races annually. Provide top-level customer service to 10,000+ race participants. Design and write monthly newsletters to runners, volunteers, charity partners and sponsors using Constant Contact. Develop creative ideas to raise registration numbers for each event with incentives, slogans advertisements and using social media. Manage the "Miles for a Mission" program to help support, raise awareness and funds for each 15 Vermont Community Charity Partners using VCM as a vehicle.

### Physician's Computer Company

#### *Software Specialist*

2003-2005

Installed and maintained software in Pediatric offices throughout the United States. Provided training, 24-hour support, pediatric practice management advice and consultation. Sat on planning committee for annual Users Conferences.

### Cellular One, RCC Atlantic

#### *Switch Engineer*

1994-2003

## Volunteer Experience

- South Burlington Booster Club  
*Co-Secretary/Social Media Liaison* 2021-2023
- South Burlington Mentoring Program  
*Mentor* 2017 – 2021
- University of Vermont Staff Council  
*Personal & Professional Development Committee Member* 2016 – 2019
- South Burlington FHT Middle School PTO Member  
*School & Family Newsletter Editor* 2015 – 2019
- Fresh Air Fund Host Family 2012 – 2019
- King Street Youth Center 1996 - present

## Skills

Contact Management Systems, Survey Monkey, Canva, Adobe Creative Suite, Microsoft Office, QuickBooks, Social Media Programs