

TERESA M. WILSON

17430 Ridgedale Lane
Yorba Linda, California 92886
(310) 508-3035
mawtmw@msn.com

OBJECTIVE

A position as Secretary, Southern California Swimming.

SUMMARY OF QUALIFICATIONS

Currently serve as Secretary, Orange Committee, 3rd term
Excellent communication and writing skills (including computer/keyboard)
Proficient with online meeting organization (e.g., Zoom)
Familiar with SCS Mission/Bylaws/Policies

EXPERIENCE

Secretary, January 2018 – Present
Orange Committee, Southern California Swimming

Responsibilities

Acted and served as the secretary of the Orange Committee.
Attended all meetings and took the minutes of meetings.
Monitored financial planning and financial reports.
Evaluated and examined the performance of the Board in achieving its mission.
Participated and took part in the Board by fulfilling the duties as expected.

Meet Manager, May, 2011 – March, 2020
Fullerton Aquatics Sports Team

Responsibilities

Acted as Meet Manager for all SCS sanctioned events hosted by FAST.
Created meet forms and originated the SCS sanction process within FAST.
Arranged/worked with officials and admin at FAST hosted swim meet events.
Oversaw meet planning, set up, troubleshooting, equipment, parent volunteers.
Responsible for running large meets such as SCS Winter Sectionals, Summer JOs.

EDUCATION

JD, 1996
Southwestern University Law School, Los Angeles

Bachelor's Degree in Political Science/International Relations, 1989
California State University, Long Beach

PROFESSIONAL

Attorney at Law
Member, State Bar of California, 1997

BIO

I am interested in serving as Secretary for Southern California Swimming. I am currently serving a third term as Secretary for the Orange Committee, and work as an attorney in business litigation in my personal life. I am a former swim parent, and served as FAST Meet Manager for many years until this past March, 2020. I believe my experience will allow me to bring practical, working perspective to SCS, as well as skills in the position of Secretary.