

BRADEN TIMMONS, M.S.

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SKILLS

- Final Cut Pro
- Photoshop
- Adobe Premiere Pro
- Photography/Videography
- Microsoft Office Application
- Smartsheet
- Social Media
- Canvas/Blackboard
- Canva
- Slack
- Zoom/Google Meets
- Desire2Learn/PeopleSoft

PROFESSIONAL EXPERIENCE

ARIZONA STATE UNIVERSITY

Adjunct Faculty

Fall 2023/2024

- Conduct in-person lectures for ASU 101: The ASU Experience and UNI 120/220: Academic Success/Mindset Connections.
- Develop instructional materials and learning activities and build Canvas course with content, information, and assignments.
- Assess student progress through regular assignments throughout the semester.
- Host office hours to provide extra support to students who want more guidance or feedback.

Senior Academic Advisor

September 2022 - present

- Works closely and collaboratively with students, faculty, and staff to support academic success.
- Monitors student academic progress and program effectiveness using a variety of technology-based tools and the application of retention focused strategies, and relevant advising/student development/engagement theories.
- Leverages social media platforms to engage students, share academic resources, and promote institutional events for enhanced student success.
- Acts as a college/department/school representative to current and prospective students, faculty, staff, and external groups on issues related to academic success; attends and/or presents at orientation or recruiting events/activities/workshops.
- Works to ensure ongoing satisfaction for students with their program and degree progress, provides follow up to ensure satisfaction with and effectiveness of services, and utilizes a variety of university data and programmatic direction to promote student academic success.
- Works collaboratively and collegially with academic units and services throughout the university to facilitate comprehensive student support.
- Lead for International Student Committee.

EVERSPRING, INC.

Student Success Coordinator

April 2021 - August 2022

- Conducted Academic Success Meetings to build relationships with online students, encouraging them to set themselves up for college success.
- Monitored students' academic progress (Smartsheet), implementing solutions to help them when they were struggling.
- Excellent and patient communicator, comfortable interacting with students, executive and academic leadership, advising teams (via Slack) faculty, technologists, and curriculum production teams.
- Developed and managed a social media presence to connect with students, sharing academic resources, deadlines, and student success stories.
- Facilitated student orientation courses providing important program and technology information (Blackboard and Canvas).
- Prepared retention and attrition reports to monitor student success initiatives.

BENEDICTINE UNIVERSITY

Senior Freshman Admissions Counselor

August 2018 to April 2021

- Collaborated with local high schools and community colleges and campus university offices to ensure a coordinated approach to student recruitment and retention activities.
- Engaged with prospective students and parents in their visit to campus for admission events or personalized visits as well as off campus recruiting events.
- Maintained effective communication for students, parents, and external contacts.
- Used platforms such as Facebook, Instagram, and LinkedIn to reach students, provide resources, and communicate important academic information
- Planned, promoted, and implemented student campus engagement such as welcome week, spirit week, homecoming, and sports events where over 600 students live on campus (Lead for Student Activities Club).
- Processed documents and paperwork from prospective students throughout the application process.
- Prepared weekly admission's reports to reflect both outreach activities and outcomes.

- Facilitated sessions on career and university program information in both one-on-one and group presentation settings.
- Worked collaboratively with recruiters, Registrar's Office, faculty, and other key departments/individuals within the college to create a seamless transition from application through enrollment and registration process using the Google Drive, Excel, PeopleSoft, and Desire2Learn management information systems.
- Worked with state and federal guidelines such as FERPA, financial aid areas such as FAFSA and Pell Grant and university specific policies and procedures.

BAT PRODUCTIONS

Owner/Producer

January 2018 - Present

- Create and produce video content for social media channel, short and full length films.
- Develop and implement social media and marketing promotions/strategies to promote film and video releases.
- Communicate with customers and followers through social media platforms to increase media views.
- Write online movie reviews for multiple review platforms.
- Ensure production details including communication, approvals, facilities/locations, equipment/technology, participants, props, and refreshments are arranged in an appropriate and timely manner.
- Develop and maintain production budgets and fundraising campaigns.
- Lead and manage company sales of our services.
- Consistently identify areas of opportunity for production and business improvement.
- Film awards include: Best Director from Hollywood Blood Film Festival, Best Short Film from Strange Days Film Festival, Best Young Actress from Chicago Film Horror Festival plus numerous other nominations.

TALLSTORY STUDIOS

Producer/Writer/Director

September 2020 - Present

- Leverage experience in storytelling and creative direction to produce visually compelling and engaging content that resonates with diverse audiences.
- Lead multidisciplinary teams, ensuring clear communication and collaboration from pre-production to post, while fostering a productive and positive work environment.
- Drive innovative content strategies that engage audiences across digital, social, and traditional platforms, enhancing brand presence and viewership
- Stay at the forefront of industry trends and integrate new technologies and creative practices into the production process.

PLAINFIELD EAST HIGH SCHOOL & OUR LADY OF PEACE SCHOOL

Student Teacher - Clinical Experience

January to December 2017

- Taught both regular and AP Economics for grades 11/12 and Social Studies and History in grades 5/8.
- Applied small group instructional techniques to coursework and project supervision.
- Adapted given curriculum materials for various lesson plans and student learning outcomes
- Worked in team capacity with classroom instructor on grading, student parent conferences and school events.
- Maintained office hours to assist and tutor students.

EDUCATION

MASTER OF SCIENCE IN MANAGEMENT & ORGANIZATIONAL BEHAVIOR

August 2020

Benedictine University

G.P.A. 4.0/4.0

MASTERS IN FILM AND MEDIA STUDIES

Dec 2025

Arizona State University

3.89/4.0

BACHELOR OF ARTS IN SOCIAL SCIENCE, Emphasis in History and Education

May 2018

Benedictine University

G.P.A. 3.0/4.0

Study Abroad Experience to Germany and the Czech Republic, July 2016

4-year member of NCAA Division III Football Team

Education Skills

- Effective Oral & Written Communication
- Instructional Design
- Multiple Teaching Methods (remote/hybrid/in-person)
- Project & Classroom Management
- Business Acumen in Higher Education

Professional Presentations

Co-Presenter “Internships for International Students” - TPS Advising Workshop Day, Tempe, AZ (2024)

Master’s Thesis “Higher Consulting: Reshaping Higher Education” (2020)

Presenter, “Rest in Peace- Students Create Obituaries for Assessment” Midwest Institute of Students and Teachers of Psychology (MISTOP), State Conference, Glen Ellyn, IL (2017)

Presenter, “The Most Dangerous Man of All”, Undergraduate, Research, Scholarship and Arts (URSA), Benedictine University, Lisle, IL (2017)

Professional Development

TPS Advising Workshop (2024)

Racial Bias Training, Starbucks Corporation, Plainfield, IL (2018)

Midwest Institute of Students and Teachers of Psychology (MISTOP), State Conference, Glen Ellyn, IL. (2017)

Undergraduate, Research, Scholarship and Arts (URSA), Benedictine University presentation, Lisle, IL, (2017)

Workshop on Assistive Technology, Donka, Inc., Wheaton, IL (2016)

Professional Associations

Phoenix Critics Circle - Member and Contributor (2023 - present)

American Management Association - Member (2024)

Professional Certifications

Arizona Food Handlers Certification (current)