

SCHENECTADY BUSINESS AND PROFESSIONAL WOMEN

SAMPLE ESSAY FOR SCHOLARSHIP

I will graduate from Albany High School in June 2018 and have been accepted at Schenectady County Community College (SCCC). I have enrolled in the School of Hotel, Culinary Arts, and Tourism program and earn an A.A.S. degree in Hospitality and Tourism Management. Upon completion of two years at SCCC I will pursue a B.B.A. degree in Hospitality Management from the SUNY Delhi. I plan to pursue my master's degree at the Versailles School of Hotel Management in Paris, France for a two-year degree in hotel management. Ultimately, I would like to become a general manager at an upscale hotel in New York, Chicago, or Los Angeles.

Family Background: Meeting/event planning has been a big part of my life. My mother, Joanne, worked as an Executive Assistant to the Financial Director, New York State Teachers Retirement System. One of her primary duties was the annual employee picnic. I assisted my Mom with this event by checking in attendees who registered. Frank, my father, is employed as Head Chef at the "Around The Corner Café." For several summers I was employed as a hostess at the café. I have two older sisters—Aubree and Sydney. Aubree was married two years ago at a small informal wedding at home. I maintained a computerized list of attendees for the wedding, a registry of gifts received, and ensured that thank you notes were sent by the bride and groom in a timely manner. In addition, I assisted with the selection of flowers and the cake and maintained communication with both vendors so that the correct flowers/cake was received and payment of bills was made upon receipt. Sydney graduated from law school a year ago. A family graduation party was held at the Steak Galore Restaurant. I made table favors for the event and served as the "official" photographer.

School & Community Organizations: I am involved with three school organizations. These organizations provide meeting/event planning experience. The organizations are:

Student Athletic Refreshment Stand: I serve as the manager of the refreshment stand during the basketball season. Duties include supervision of four student workers, ordering of food and supplies, menu pricing, preparation of advertising material for the stand, maintaining an accounting system for income and expenses, and preparation of an annual report on the refreshment stand for school officials. This position provides a wide range of experience in delegation, ensuring that the stand is operated according to state/city, and county health codes, maintaining profit/loss information. The goal is to make a profit as the proceeds help to fund the school athletic program.

Jennings Honor Society – I am a member of the honor society and serve as vice president. The primary responsibility of this office is to chair the end of the year dinner and welcome of new members to the society. Responsibilities include recruitment/appointment of sub-committee chairs (venue, speaker(s), entertainment, certificates/gifts) conducting bi-weekly meetings on the progress/status of the event, final approval on program, menu, speaker, and gifts.

Westside Community Center (Quarterly Dinners—Do Not Eat Alone) – Quarterly dinners are held at the community center for senior citizens. The purpose is to provide socialization for seniors and ensure that they periodically have someone to eat with. I am responsible for six seniors and the duties include reminder calls before the quarterly dinner, noting their dinner choices, providing transportation, assist with serving dinner/clean up, and arrange for entertainment (vocal group, short movie, or storytelling).

Work Experience: J. J. Motel & Resort, Lake George – During the summer of 2015 I worked in the front office. Tasks included taking guest reservations, checking guests in and ensuring that accommodations were ready prior to check in, collection of payment and recordkeeping, and bank deposits. A packet of information on local activities was obtained through the chamber of commerce and given to guests. The following sports equipment for guests interested in these activities were reserved: tennis courts, miniature golf course, horseback riding with local stable, ping pong, bat mitten tables, and handball courts. I coordinated Wednesday evening theme parties that included menu selection, entertainment, table favors, door prizes, and reservations.

On February 8, I begin a part-time position at the Rivers Casino as a hostess in the Locomotive Restaurant. Duties are taking reservations, seating guests, updating menus, assigning of waitresses/bus persons to ensure that dining room sections are adequately covered, checkout guests, and assist with clean up.

How Will College Assist in Meeting Career Goal: The Hospitality and Tourism Management program will prepare me for a variety of positions in the tourism, hospitality, and community planning fields. The curriculum work sheet and required courses for the two-year program are in the college brochure. The program includes liberal arts courses as well as introductory courses in hospitality and tourism. A B.B.A. degree in Hospitality Management (concentration in Hotel & Resort Management) through SUNY Delhi also has a listing of the major courses required are listed in the college brochure. These are advanced courses that provide and enhance my knowledge of hospitality and tourism to enter the workforce. If I am selected for the BPW scholarship, the funds shall be applied for tuition and books during the first year at SCCC.

Why I Chose The Career: The career I have chosen gives me the opportunity to use creative skills, work and learn from others in the profession, contribute ideas and suggestions to improve hospitality services, provide enjoyment to the public whether they are on vacation, attending a conference, or work related. It can also lead to a teaching career in meeting/event planning, hospitality management, and tourism.

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