

Evena Seneque

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SUMMARY

Event planning and program management professional with 5+ years of experience producing high-profile cultural and community events, including film premieres, book launches, and training workshops. Skilled in partnership development, cross-sector collaboration, and strategic communications. Adept at designing audience experiences that foster engagement and amplify visibility.

COMMUNITY INVOLVEMENT

- Member, Jacksonville Chamber of Commerce
 - Councils- Professional Women's Council and NextUp Jax
- Member, Women in Sports and Events
- Member, Downtown Jax Placemaking School 2025
- United Negro College Fund Gala (Tampa) Silent Auction Lead
- Events Chair San Marco Preservation Society
- Jax Bridges Alumni 2025

EXPERIENCE**Corporate Event Planner**

Tampa, FL | Dec. 2017 – Present

- Coordinated high-profile events including corporate dinner parties, book launches, conferences, and movie premieres in collaboration with theaters and media partners.
- Developed marketing strategies and promotional campaigns for film events.
- Built and maintained relationships with clients, vendors, sponsors, and media outlets.
- Managed event budgets and negotiated vendor and venue contracts.
- Produced post-event reports to evaluate success and drive future programming decisions.

Gifted Education Coordinator

Union Park Charter Academy – Wesley Chapel, FL | Aug. 2024 – May 2025

- Designed and led enrichment programs requiring coordination comparable to multi-stakeholder events.

- Built relationships with students, families, administrators, and community partners to improve academic and cultural programming.
- Organized academic ceremonies and recognition events with budget oversight and promotional support.

Curriculum Resource Teacher

Woodmont Charter School – Tampa, FL | Feb. 2022 – May 2023

- Planned and executed training sessions, culture-building events, and professional development programming.
- Created communications for staff engagement across digital and print channels.
- Tracked participation data and presented outcomes to leadership for program evaluation.

Gifted Education Coordinator & Events Chair

Innovation Preparatory Academy – Wesley Chapel, FL

Aug. 2020 – Feb. 2022 | Aug. 2023 – May 2024

- Chaired the Sunshine Committee, producing morale and recognition events.
- Directed extracurricular programming and community initiatives with cross-department collaboration.

EDUCATION

B.S. Business Administration (Marketing) – University of South Florida

M.S. Educational Leadership – Nova Southeastern University