

# TOMI ANNE BUSH

## PROFESSIONAL SUMMARY

Resourceful and articulate executive-level event professional with 11+ years of experience orchestrating high-impact, high-profile events in dynamic, fast-paced environments. Known for strategic leadership, operational excellence, and a hands-on approach to flawless execution. Adept at managing multi-million-dollar budgets, leading cross-functional teams, and delivering exceptional client and guest experiences. Specializing in large-scale, high-attendance events while thriving behind the scenes to ensure every detail is expertly managed. Proven ability to elevate brands through memorable experiences and impeccable event execution.

## EMPLOYMENT HISTORY

### DIRECTOR OF EVENTS & CATERING

Mar 2024 - Present

*The Starting Gate at GreatHorse*

*Hampden, MA*

#### Director of Events & Catering | current

- Promoted multiple times due to consistent performance, leadership, and results in client satisfaction.
- Featured as the face of the company in televised and online promotional content, showcasing the unique charm and versatility of our venue to attract potential clients and guests.
- Direct all event operations and strategic planning, generating over \$3M in annual revenue.
- Lead, train, and inspire a team of 50+ employees to uphold excellence in service and execution.
- Maintain accountability for guest experience from inquiry to post-event follow-up.

#### Event & Catering Sales Manager | seven months

- Promoted from Operation Manager to oversee VIP and executive-level events including the Governor's Dinner and high-value corporate engagements.
- Managed end-to-end event lifecycle, aligning client goals with brand vision and logistics.
- Fostered strong vendor relationships to ensure seamless coordination and delivery.

#### Event Operations Manager | four months

- Developed and implemented SOP's and training programs for operations staff and interns.
- Led recruitment, hiring, training, and scheduling for 20+ team members.
- Actively monitored real-time event logistics to ensure smooth execution and client satisfaction.

### CORPORATE EVENTS MANAGER

*FLIR Systems, Inc.* | nine years

*Portland, OR*

- Spearhead global events strategy for 50+ events annually, including trade shows, sales meetings, user conferences, and VIP events with up to 1,200 attendees.
- Managed a \$500,000+ annual budget with a focus on ROI and cost-efficiency.
- Negotiated vendor and venue contracts, saving costs while enhancing event quality.
- Promoted from Executive Assistant based on initiative, performance, and ability to deliver results.

## EDUCATION

### B.S., POLITICAL SCIENCE

*Washington State University*

Minor: Sociology | Emphasis: Pre-Law

## COMMERCIAL PILOT LICENSE

### ***Big Bend Community College***

Commercial pilot license with Instrument rating

## SKILLS

---

Event Planning (*Expert*), Contract Negotiation (*Expert*), Budget Management (*Expert*), Team Leadership (*Expert*), Problem Solving (*Expert*), Cross-functional Collaboration (*Expert*), Vendor Management (*Expert*), Executive Level (*Expert*).

## LINKS

---

LinkedIn: [linkedin.com](https://www.linkedin.com).

## ADDITIONAL INFORMATION

---

### TECHNICAL SKILLS

Event Management Software: NorthStar, Cvent

Design & Marketing Tools: Canva, Social Tables

Productivity: Microsoft Office Suite

Travel ready