



COURTNEY CLEMENS

EVENT PLANNER • PTI

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Her Role at AOE:

Courtney is the event planner for the Post-Tensioning Institute (PTI), overseeing the organization and execution of the PTI Convention and PTI Committee Days. Her responsibilities include event logistics, exhibitor management and hotel room management. Courtney works directly with venues on the meeting room set-ups, food & beverage, and audio-visual requirements. Courtney will also source and book any off-site events, entertainment and transportation necessary to support the needs of the convention.

Her Skills Include:

- Communication
- Problem-solving
- Time Management
- Organizational Skills
- Attention to Detail

Education and Designations:

- Certified Meeting Professional, Events Industry Council — 2021
- B.S. in Business Administration, Eastern Michigan University — 2014