

**Spencer L. Duncan**

**Education**

*Masters in Business Administration*

Baker University  
Top 5%

*B.S. Journalism  
and*

*B.A. English*  
University of Kansas

Leadership Kansas  
Class of 2012

**Licenses**

Kansas Private Detective  
2008 to Present  
*(Issued by KS Attorney General)*

Operate Certified ABC approved  
Alcohol Server Training Program

**Memberships/Organizations**

Member: Kansas ExpoCentre Advisory  
Board (term expires 2019)

Member: Topeka Performing Arts  
Center Board of Trustees  
(term expires 2018)

Member: Kansas Society of  
Association Executives

Life Member: University of Kansas  
Alumni Association

Member: Baker University Alumni  
Association

Member: Leadership Kansas

Parishioner: St. David's Episcopal  
Church (Vestry Member, 2010-13)

Member: International Association of  
Fairs and Exhibitors

Member: Kansas Fairs and Festivals  
Association

Member: Topeka Jayhawk Club

Member: Williams Fund

Kansas Assoc. of Beverage Retailers  
(Regional Director, 2004-2008)

President: KS Association of Licensed  
Investigators (term expires 2018)

President: Topeka West Rotary  
(term expires 2017)

2011 to Present Kansas Pest Control Association  
**Executive Director**

- www.kansaspest.com

2010 to Present Kansas Organization of Recyclers  
**Executive Director**

- www.kskor.org

2006 to Present Capitol Connection, LLC Topeka, KS  
**President**

- www.capitolconnectionks.com
- Represent organizations and businesses at the State Capitol.
- Meet with Legislators one-on-one, provide written and oral testimony.
- Research legislative issues; write position papers; construct research projects; coordinate media efforts; design, write newsletters/mailings.
- Clients have included: Kansas Credit Union Association, Kansas Wine & Spirits Wholesalers Association, Kansas Public Transit Association, Kansas Association of Judicial Assistants, Jayhawk State Theatre of Kansas.

2007 to Present Kansas Wine & Beer Garden, LLC Hutchinson, KS  
**Co-Operator**

- Operate tasting venue at the Kansas State Fair each September.
- Oversee all operations, including staffing, budgeting, equipment purchases, advertising, press relations and coordinate events with wineries, breweries and legislators..
- Run on-site operations during the Kansas State Fair

2001 to 2015 Jayhawk State Theatre of Kansas Topeka, KS  
**Consultant**

2004 to Present  
**Freelance Writer and Editor**

- Write general information news and feature pieces for publications.
- Edit publications and newsletters for organizations and businesses.

2007 to 2010 Hastings Entertainment Topeka, KS  
**Customer Service Manager**

- Handled customer related-issues at large, national retail chain.

2004 to 2007 World Wine & Beer, L.L.C. Lawrence, KS  
**Owner/Managing Member**

- Retail Liquor store, sharing space with national retailer World Market.
- Oversaw budgeting, employees, ordering, marketing and all other aspects associated with retail business.
- Focused on customer service and building strong ties to the community beyond selling a product.
- Established charitable giving and business hospitality programs.
- Closed because of lease issue related to corporate partner.

Spring/Fall 2006-2008 Washburn University Topeka, KS  
**Adjunct Professor**

- Taught Journalism classes.
- Received high marks on student evaluations.

# Spencer L. Duncan

212 SW 8th Avenue, Suite 202  
Topeka, Kansas 66603

Phone: 785.383.8825

Fax: 785.233.5659

Email: langston76@yahoo.com

## Honors

Appreciation Award: Ballet Midwest

Kansas Association of Beverage  
Retailers, Appreciation Award

Excellence in sports column writing;  
Kansas Press Association, 2001.

Excellence in reporting; North  
Carolina Press Association, 2000.

Second-place, column writing; William  
Randolph Hearst Foundation, 1999.

Third-place, sports writing; William  
Randolph Hearst Foundation, 1999.

Excellence in reporting; Indiana  
University Roy Howard Award, 1998.

Second-place honor, editorial writing;  
Society of Professional Journalists, 1998.

Honored for sports writing;  
William Randolph Hearst  
Foundation.

Essay on Mahatma Gandhi published in  
1997 "Elements of Literature," publisher  
Holt, Rhinehart, Winston.

## Additional Training

United Way Board of Directors Training

Washburn University Statistical Analysis  
Class

Lawrence Chamber of Commerce  
Leadership Seminars

Kansas Association of Small  
Business Workshops

Historic Shawnee County, Inc.

## **Author, "Historic Shawnee County: The Story of Topeka and Shawnee County"**

- Book detailing the history of Topeka and Shawnee County.
- Published by Historic Publishing Network, Inc. in San Antonio, Texas in conjunction with the Shawnee County Historical Society.

2001 to 2004

U.S.D. 501

Topeka, KS

### **Substitute Teacher**

- Taught kindergarten through 12th grade.

2000 to 2001

The Emporia Gazette

Emporia, KS

### **Sports Editor**

- Managed four-person staff, designed layouts, wrote columns and stories, edited pages and stories, managed budgets.
- Covered: Seventeen area high schools, community events, Emporia State University, University of Kansas, Kansas State University, Kansas City Chiefs (NFL), Kansas City Royals (MLB).

1999 to 2000

Rocky Mount Telegram

Rocky Mount, N.C.

### **Reporter/Designer**

- Wrote columns and stories, designed and edited pages.
- Covered: Duke University, Carolina Panthers (NFL), Carolina Hurricanes (NHL), local high schools, N.C. Wesleyan College, University of North Carolina, North Carolina State University. Also wrote news stories.

1995 to 1999

Topeka Capital-Journal

Topeka, KS

### **Reporter**

- Wrote stories, edited copy, worked desk duties.
- Covered: University of Kansas athletics, high schools, community events.

**Other Experience:** **Copy editor**, Austin American-Statesman (Dow Jones Editing Intern), Austin, Texas, Summer 1999; **Reporter**: American News (Intern), Aberdeen, S.D., Summer 1997; **Writer**: Jayhawk Insider, January 1998 to May 1999; **Stringer**: Detroit News, The Dallas Morning News, Kansas City Star, Lone State Baseball Report; **Paige**: 1996 Republican National Convention; **Developed, designed, produced** newsletter for members of the Kansas State Board of Education; **Researcher**: Center for Research on Learning, University of Kansas; **Radio**: Topeka and Detroit; **Volunteer**: Topeka West High School, Jayhawk State Theater of Kansas, St. David's Episcopal Church, Let's Help, United Way. **Knowledge of** Macintosh and Microsoft programs; HTML; Adobe Photoshop; QuarkXpress and most design programs.

**References Available Upon Request**