

# JESSICA J. READING

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## **CURRENT:**

Nebaj, Quiche/Quetzaltenango, Guatemala  
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## **PROFESSIONAL EXPERIENCE**

### **Miami University, Assistant Director to the Page Center for Entrepreneurship**

#### **Oxford, Ohio (September 2012- Present)**

- Creates strategic and action plans for the Institute for Entrepreneurship
- Executes world class summer internship programs
- Advisor for students interested in pursuing entrepreneurship opportunities
- Collaborates with over 12 programs/departments at Miami University
- Develops partnerships with practitioners on a local, national and global level

### **Community Enterprise Solutions, Senior Field Consultant**

#### **Nebaj, Quiche/Quetzaltenango, Guatemala (September 2010- August 2012)**

- Servant Leadership Award Recipient (2012)
- Planned, directed and executed 11 internship programs for the social enterprise, Social Entrepreneur Corps
- Strengthened a local Guatemalan organization to become financially self-sustainable by training and supporting six regional coordinators and 75 local entrepreneurs
- Designed four community development programs involving over 200 local children
- Collected market research/analysis for product innovations including nutrition supplements and solar products
- Conducted a MicroConsignment expansion three-week feasibility study in Peru
- Streamlined Human Resource Management through the design and implementation of improved human resource documentation including: Training Manuals, Contract Policies, Reporting Documents, and Mentor-Staff relationship building

### **AmeriCorps\*VISTA-Miami University Hamilton, Community Placement Coordinator**

#### **Hamilton, Ohio (July 2009-July 2010)**

- Collaborated with 42 community organizations to develop civic capacity on campus and in the community
- Designed, Led, and Implemented local and international student service and leadership programs (New York, Arkansas, Ohio, and Haiti) involving 32 non-traditional college students
- Increased scholarship/funding opportunities for college students to receive for global engagement experiences
- Increased University volunteer programs and internship opportunities to improve surrounding low income communities
- Mentored all Bachelor's of Integrative Studies degree students and coordinated semester-long community engagement curriculum
- Coordinated University-Wide events/workshops such as "Congress to Campus" and "Poverty Simulations" involving various stakeholders such as political members, university students and faculty, community members, and community organizations
- Hired and trained six student internship programs for the Center for Civic Engagement
- Co-led and designed strategic planning report for the Center for Civic Engagement

### **EDL 177 Community Engagement in Southwest Ohio, Wilks Scholars Community Assistant: Course Facilitator**

#### **Oxford, Ohio (January-June 2008)**

- Facilitated and co-created course curriculum for 12 scholarship students related to civic responsibility and local/global community engagement
- Conducted community organizing workshop and community engagement trip: Highlander Research and Education Center

### **D'lush Beverage Company, Management/Marketing Intern**

#### **San Diego, CA (May-August 2007)**

- Researched and investigated potential international investors
- Created and led market research through corporate and industry-wide surveys

## **EDUCATIONAL EXPERIENCE**

**Miami University (2005-2009)** – Oxford, OH, Bachelor of Science in Business, Overall GPA: 3.74  
Major: Management and Organizations, Minor: American Studies/Civic Leadership

### **University Honors with Distinction (2009)**

- Thesis Topic: Initiating and implementing sustainable social projects in a college environment
- Miami University Farmer School of Business Commencement Speaker
- President's Distinguished Service Award
- Senior Service Leadership Award
- Ping Award- Ohio Campus Compact
- Provost's Student Academic Achievement Award

### **Varsity Field Hockey (2005-2009)**

- Scholarship student-athlete
- Mid-American Conference Commissioner's Award
- National Field Hockey Coaches Association National Academic Squad (2005-2008)

### **Global/Local Civic Engagement**

- Farmer School of Business Pacific Rim Study Abroad Program: China, Korea, Japan (2008)
  - o Team project leader and spokesperson in various business/university collaborative meetings
- Course Study continuation in Dominica (2008)
  - o Developed global-local partnerships for future eco-tourism and civic engagement study abroad programs
- Wilk's Scholar Leadership Program-Leadership for Social Change (2005-2009)
  - o Studied community and action-based research to apply to community projects in local and global settings

### **Social Entrepreneurship**

- La Voz Latino Business Association Non-profit organization (2007-2009)
  - o Co-founded a Non-profit with local Latin American community leaders to solve immigrant community needs
- Social Entrepreneurship Venture: Partners for Change (2007-2009)
  - o Developed an Undergraduate Business Experience Course partnered with local Latin-American Business owners
- EMPOWER Program (2007)
  - o Fostered social awareness through direct service and community collaboration

## **OTHER SKILLS/ABILITIES**

- Language: English (Native), Spanish (Fluent- reading, writing and speaking)
- Computer: Microsoft Office and Adobe Illustrator/Photoshop

## **REFERENCES:**

### **Greg Van Kirk**

Current Title: Co-Founder, Community  
Enterprise Solutions  
Phone: (646) 715-2808  
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### **Lesha Faris**

Current Title: Director, Ohio Campus Compact  
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### **Annie Miller**

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