

## Resume of Jamie Wygant

### WORK EXPERIENCES

#### JEFFERSON COUNTY ELECTIONS—2020 To Present

- Rover Team for 2020 General Elections (IT support)

#### GOVERNOR'S MANSION—2017-Present

- Event Support—Cooking, serving, cleaning and dishwasher

#### CLASSICAL CONVERSATIONS (CC) NATIONAL HOMESCHOOL EDUCATION 2009-2018

- Support Manager for 3 facilities in Denver area:
  - **Commissioned Sales Agent**  
Promoted academic programs, products and services that CC provides
  - **Recruiter and Contractor**  
Recruited and contracted licensed Foundations/Essentials and Challenge Directors; Completed background checks
  - **Strategist and Outreach Orchestrator**  
Developed strategic outreach to grow the programs' numbers and size, the product sales, and services' revenues
  - **Director and Community Advocate**  
Built relationships with the Directors, community members, and other customers to understand, promote, and communicate suggestions, needs, issues, or concerns
  - **Team Builder and Team Member**  
Supported managers and recruited team members for outreach, practicum, and marketing and was part of the Area Representative's leadership team
  - **Event and Meeting Organizer**  
Conducted Information Meetings, attended conferences, held other CC events, and encouraged and equipped team members to do these activities
  - **Spokesman and Ambassador** Local representative acted on behalf of CC and served as the ambassador at 3-Day Practicums
  - **Customer Service Contact**  
Acted as the customer service contact in the assigned territory and connected parents and leaders to the correct resource or contacts. Communicated between Sales Managers, corporate, and customer base
- **Trainer** Trained and equipped Directors

## Resume Of Jamie Wygant (Continued)

### **WORK EXPERIENCES (Continued)**

- **Director for High School Program**

- Taught approximately 50 students in six areas of studies while integrating subjects
- Developed relationships with students, families and facility employees
- Developed a community directory, emergency plan, yearly calendar and classroom management guidelines
- Point of contact for: family resources, open houses, information meetings and special program events
- Charged and collected tuition

### **DIRECTOR OF RESIDENTIAL MENTORING HOME – Lived Onsite 2002-2007**

- Project Manager to complete an 8,000 square-foot home remodel –
  - Recruited over 180 volunteers/skilled workers
  - Secured 25 businesses/individual contributors
  - Coordinated volunteer laborers and the acquisition of donated supplies
- Interviewed and approved over 80 residents
- Established guidelines and expectations for each resident
- Mentored each resident on:
  - Social, domestic, and behavioral skills,
  - Community and volunteer opportunities
  - Provide intervention in dispute issues

### **RESIDENTIAL DIRECTOR OF PRAYER HOUSE IN WASHINGTON DC- 1996-1997**

- Interviewed and approved/denied applicants
- Hosted over 250 guests throughout the world
- Provided food and snacks for all guests
- Maintained property and finances of house

### **MOUNTAIN BELL-QUEST 1978-1996**

- Computer Support: Main frame trouble shooting, Software Training, Basic Programming, Project coordinator for office moves and support of over 70 Service Representatives and their database access
- Budget – Actual and Tracking for 4 States with our region
- Union Steward

### **HOMEWORKER 1997-PRESENT**

- Stay at home to raise family

- Homeschooled K-12

### **EDUCATION**

Metropolitan State College

- Bachelor Degree in Human Services Drug and Alcohol Counselor
- Certified Addiction Counselor – Level III

Faith Bible College Graduate

### **SKILLS/ADDITIONAL EXPERIENCE**

- Raised in the inner city North Denver
- Lived in group home type households for five years
- Internship at Denver Area Youth Services for 1 year
- Intern/Worked for 2 years at the AB Counseling
- Bible group leader, 5 years at the Women's Colorado State Penitentiary
- Missions to Israel for 10 years
- Intervention Mediator: Social, Drug, Family
- Computer Software/Hardware, Committed Learner, Diligent and Flexible