

JAMES MCDERMOTT

Exceptional Leadership Built on Integrity, Earned Trust, and Innovative Thinking

EXECUTIVE PROFILE

Detail-oriented, forward thinking leader with a passion and enthusiasm for teaching and student success. Solid business management experience, personnel supervision, marketing, sales, budget management, and inventory control. Twenty-two years in the United States Air Force taught the importance of leadership and teamwork; developing clearly defined objectives and successfully executing them; skills which are transferable to the business sector. Over ten years of successful experience in a college environment; academic advising, counseling, teaching, and mentoring.

SIGNATURE STRENGTHS

Inspirational Leader

Build a team. Lead the team. Inspire them to greatness. Value diversity as one of our greatest strengths, and foster the unique in each individual.

Effective Communicator

Committed to honest and open communication. Reputation as a strong relationship-builder with students, faculty, and administration.

Professional Etiquette

Integrity and responsibility above all else. Never allow self-interest to trump organizational needs. And always check your bias and ego at the door.

VALUE-ADDED COMPETENCIES

- Skilled Facilitator of Team Projects • Distinguished Public Speaker • Outstanding Analytical Skills
 - Proactive • Enthusiastic • Energetic • Committed to Excellence • Willing to Go the Extra Mile •
- Able to Recognize Emerging Opportunities, Provide Strategic Solutions, and Execute Plan Successfully

PROFESSIONAL EXPERIENCE

SELF-EMPLOYED: JEM 13 Career Consulting Institute.

Nov. 2016-2018

Workshop Facilitator: - Workshop Bullying - Small Business Idea Start-ups- Social Media Planning. Educational Consultant.

BLOGGER ADMINISTRATOR: ALASKAN FREEDOM 49'ERS

2013-2017

To promote "Personal Liberty" and support peaceful activists who work to promote Liberty.

UNIVERSITY OF ALASKA, FAIRBANKS

AUG. 2008—July 2016

UAF Term & Adjunct Instructor

Prepare and present lectures, design and administer exams, research and compile instructional material. Courses taught include Small Business Management, Intro to Business, Organization Behavior, Entrepreneurship, and Organization Change & Development. I was the faculty advisor for the UAF Associated Students of Business 2009-2012 & faculty advisor College Entrepreneurial Organization 2013-2016.

UA SMALL BUSINESS DEVELOPMENT CENTER • FAIRBANKS, AK MAR. 2006— NOV. 2007

Small Business Development Center Counselor

I provided business counseling. Developed and facilitated small business workshops and outreach activities to the community.

- **Notable Achievements:** Under my direction, SBDC coordinated quarterly Women Entrepreneurship Networking events, which allowed for leadership, networking, and mentoring for women in Fairbanks.

AXIA COLLEGE (UNIVERSITY OF PHOENIX)

2005—2008

College Instructor: I taught Critical Thinking and Informational Technology on-line courses. Notably; I was successful in meeting the challenge of delivering quality, distant education via technology advancements. Making me accessible, and practicing diligent follow-up with my students, created a rewarding learning experience.

UNIVERSITY OF ALASKA, ANCHORAGE (UAA)

2004—2006

Student Enrollment Advisor

I counseled students concerning their enrollment, financial aid, records, and registration requirements.

WAYLAND BAPTIST UNIVERSITY • ANCHORAGE, AK

2003—2005

University Instructor

I taught courses on Windows XP, Microsoft Business Application software, Management Information Systems, and Business Electronic Commerce.

- Required my having a minimum of 18 graduate credit hours specializing in IT.

DEVRY UNIVERSITY, ALASKA

2001—2003

College Recruiter & Student Enrollment Advisor

Interviewed and conducted interest evaluations with prospective students and families, and provided instruction on admissions and financial aid requirements. I conducted career workshops in virtually all schools in Alaska, reaching out to several thousand students.

- **Notable Achievement:** DeVry's “2003 New Comer of the Year”

STATE OF ALASKA, ALASKA PSYCHIATRIC INSTITUTE

1999—2001

I was administrator for MSDS Database, purchaser medical supplies/equipment, distribution supervisor.

ANCHORAGE SCHOOL DISTRICT • ANCHORAGE, AK

1998—1999

Distribution Manager, managed supply/equipment distribution for 86 ASD schools. I served as Department Information System Trainer for ASD warehouse personnel, financial, payroll, and HR.

UNITED STATES AIR FORCE

1975—1998

Rank Achieved: Master Sergeant (*Honorable Discharge*)

Medals Received: 4 Air Force Commendation Medals, Humanitarian Service Medal, and 7 Good Conducts

TRANSFERABLE SKILLS

I managed numerous personnel while a member within several organizations. I controlled and managed Material Control & Chief of Supply operation budgets. I managed Multi-Million dollar Inventory budgets: Strict adherence to prescribed budgets eliminated need for additional funding. Monitored President's “Fraud, Waste, and Abuse” budget policy, and saved tens of thousands of dollars in wasteful spending. Respected leader, earned through trust, integrity, and a passion for excellence.

EDUCATION

M.S. in Business Organizational Management, Concentration: IT – University of La Verne, California (GPA: 3.9)

B.S. in Occupational Education, Concentration: Business Administration – Wayland Baptist University, Texas (GPA: 3.8)

References Available on Request

Community Involvement

- Project Manager: Supervised bringing the national Lemonade Day event to Fairbanks Alaska during 2011-2012
- SCORE (Service Corp of Retired Executives) Small Business Mentoring Volunteer; 2013 – July 2016
 - May 2013; SCORE / Deluxe Mentoring Methodology and Certified Mentor
 - 2015 SCORE Leadership Conference (August 10/2015)
- Volunteer Lemonade Day (Event Judge) in Fairbanks, AK – 2014
- SCORE Workshop Facilitator 2013-2016
 - Workshop Bullying
 - Small Business Idea Start-ups
 - Social Media Planning
- University of Alaska, Fairbanks (UAF) Faculty Committee; Blended Learning Techniques Researched (2013-14)
- UAF Faculty: Elected as a Representative Assembly member of faculty union (2014-2016)
- Completed the UAF Academic Leadership Institute (2015-16)
- UAF Rural Honors Institute, Instructor (Summer 2016)
- Completed Genesis Process Counselor Training: A faith based residential recovery & relapses prevention program in Fairbanks, AK week of Jan. 30th – Feb. 3rd 2017
- Story Teller: Heroes of Interior Alaska. Sponsor: The Last Frontier Honor Flight. April 2017
- Question, Persuade and Refer Gatekeeper Training. Sponsor: Fairbanks Wellness Coalition. May 2017
- AK Training for Alcohol Professionals (TAP) certification Aug. 28th 2017
- Certified MBTI (Myers-Briggs Type Indicator) Advisor (Certification: March 2018)
- University of Notre Dame, Negotiation Essentials (Executive Certificate Achievement: March 2018)
- University of Notre Dame, Advance Negotiation (Executive Certificate Achievement: May 2018)
- University of Notre Dame, Strategies for Conflict Management (Certificate Achievement expected: July 21, 2018)

References Available on Request