

Sample Resume: Jennifer Bloeser

JENNIFER A. BLOESER

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PAGE 1 OF 2

PROFESSIONAL PROFILE

Natural resource management professional with a commitment to advancing ecological sustainability and stewardship.

- ◆ 10 years of experience in natural resource management, conservation, and restoration.
- ◆ 10+ years developing and implementing terrestrial and aquatic research projects focused on restoration, protection, and enhancement.
- ◆ Extensive knowledge of program development and project management.
- ◆ Proven experience in grant writing and management.
- ◆ Highly organized and able to effectively manage a complex workload.
- ◆ Experience managing staff, budgets, contractors, and volunteers.
- ◆ Extremely successful working with groups of diverse stakeholders on challenging issues in a collaborative manner.

PROFESSIONAL EXPERIENCE

Acting Executive Director June 2008 - Present
Pacific Marine Conservation Council Portland, Oregon

Manage and administer all functions of the organization, including campaign strategy and oversight, staff oversight, financial management, public outreach, and board communication.

- ◆ Manage and integrate Science, Policy, Community, and Development/Grant programs, four staff and five consultants with an organizational budget of \$650,000.
- ◆ Monitor program results and adapt programs to meet grant deliverables, increase effectiveness, efficiency and impact.
- ◆ Manage executive transition, organizational assessment, and strategic planning processes.
- ◆ Manage and assure timelines are met for deliverables of grants between \$5,000 and \$250,000.
- ◆ Lead the organization's development activities, including prospect identification, funder communication, grant writing, grant management, report development, membership and donor appeals.

Science Director November 1997 - June 2008
Pacific Marine Conservation Council Portland, Oregon

- ◆ Established objectives, funding requirements, and implementation plans for the Science, Policy and Community Programs and projects within the programs to promote natural resource stewardship and sustainability,
- ◆ Developed and managed research projects focused on fisheries sustainability and restoration.

JENNIFER BLOESER RESUME

PAGE 2 OF 2

- ◆ Composed reports and presented publically on a variety of community sustainability and marine fisheries conservation and management issues to conferences, private groups, and state and federal agencies.
- ◆ Planned, hosted and facilitated events and workshops from 5-200 people.
- ◆ Collaborated with diverse groups of stakeholders and provided trainings on science and management procedures.

Founder/Director

January 1997 – December 1997

Bay to Dunes Environmental Education Program

Arcata, California

- ◆ Developed and managed bay, coastal forest and dune ecology and restoration programs and curriculum and instructed courses.
- ◆ Identified and cultivated funders, composed grant applications and managed budget.
- ◆ Recruited and trained approximately twelve volunteers in educational instruction.

Course Lecturer: Fisheries Sciences

January 1995 - June 2005

Humboldt State University

Arcata, California

- ◆ Lectured graduate-level fisheries management course.
- ◆ Lectured and provided lab instruction: graduate-level marine fish ecology course.

Biological Science Technician

May 1996 - December 1997

Redwood Science Laboratory / US Forest Service

Arcata, California

- ◆ Developed terrestrial and stream restoration survey and data analysis protocols.
- ◆ Surveyed and assessed forest, river and stream sites for the development of area management plans.

TRAINING / EDUCATION

Advanced Grant Strategies

2007

TACS

Portland, OR

Art of Leadership

2003

Rockwood Leadership Program

Ben Lomond, CA

Master of Science : Natural Resources/Fisheries

1998

Humboldt State University

Arcata, CA

Bachelor of Science: Marine Science and Environmental Science

1992

East Stroudsburg University

East Stroudsburg, PA

COMPUTER SKILLS

Microsoft Office Word, Excel, Publisher, Access, and Power Point; Macs and PCs; internet research; QuickBooks