

# Jeanette Jones, Ph.D.

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## Professional Profile

- Freelance writer with more than ten years of diverse background as a trainer, consultant, and counselor.
- Skilled in facilitating individual, group, and organizational learning and change.
- Hard worker with the ability to work independently and as a team member.
- Faculty member at several universities nation-wide.
- Certification by the National Board of Certified Counselors, 1994 – 2005.

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## Education

**Ph.D., Administration/Management**, Walden University, 1994

- Specialization in Psychology of Human Behavior and Organizational Development

**Master of Science, Community Counseling**, Georgia State University, 1991

**Bachelor of Science, Liberal Arts/Psychology**, University of the State of New York, 1989

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## Professional Experience

### Writing

- Freelance writer specializing in women's issues, empowerment and life balance.
- Columnist for the national newsletter, *Empowered Living: When Life Becomes a Spiritual Adventure*.
- Served as a judge for the Paul Gillette Memorial Writing Contest of the 2000 Pikes Peak Writers Conference.
- Wrote a variety of reports and presentations for the United States Air Force Academy on human relations issues.
- Critiqued, edited, and proofread scholarly papers throughout academic career.
- Attended writing workshops at the Business of Arts Center, Southwest Writers Conference and Coeur de Louisiane Conference.

### Training and Education

- Delivered training programs and keynote presentations, including the following topics:
  - Stress Management
  - Effective Communication
  - Interpersonal Skills
  - Team Building
  - Ropes Course
  - Creativity
  - Women's Issues
  - Character and Ethics
  - Career Development
- Received outstanding evaluations from a wide range of students and clients such as DuPont, U.S. Army, Americorps, PDI, and the U.S. Air Force.
- Planned and implemented a certification series for trainers on: needs assessment, adult learning and training techniques, computer-based training and training evaluation.
- Taught college courses in over 20 psychology and management subject areas.
- Doubled student enrollment by emphasizing experiential learning, interactive lectures and exercises, guest speakers, field trips, and internship programs.

### Leadership and Management

- Consultant to the United States Air Force Academy on issues of character, diversity and human relations; nominated for Civilian of the Quarter for outstanding performance.
- Academy representative to the Defense Advisory Committee on Women in The Services (DACOWITS), which advises the Secretary of Defense.
- Supervised a staff of human services professionals responsible for assessing client needs and developing and administering comprehensive treatment plans.
- Significantly increased agency referral rates by improving interagency communications and public relations with more than 150 state organizations.
- Played a key role in human resource management, employee professional development, and conflict resolution.

### Counseling

- Conducted research with inventors to study creativity for psychological and organizational applications.
- Advised clients on career planning through group instruction and individual sessions.
- Facilitated women's groups on recovery, career and life planning, and self-empowerment.
- Provided mental health counseling to groups, families, and individuals of all ages in diverse clinical settings to facilitate resolution of treatment goals.
- Developed and facilitated a variety of seminars and psychoeducational groups for clients.
- Chaired a committee to create policies and procedures for an innovative clinical technique.

<b>Work History</b>	<b>Independent Consultant, Trainer and Writer</b>	1994 – present
	<b>Faculty Member</b> , National American University, Colorado Springs, CO	1998 – present
	<b>Faculty Member</b> , University of Phoenix, Colorado Springs, CO	1998 – present
	<b>National Faculty Member</b> , Central Michigan University, Mt. Pleasant, MI	1998 – present
	<b>Adjunct Doctoral Faculty</b> , Union Institute, Cincinnati, Ohio	2000 – present
	<b>Consultant and Human Relations Instructor</b> , USAFA, CO	1997 – 1998
	<b>College Instructor/Intern Supervisor</b> , Upper Iowa University, IA	1994 – 1997
	<b>Group Psychotherapist/Consultant</b> , Vernon Comm. Action Council, LA	1994 – 1996
	<b>Social Services Coordinator/Supervisor</b> , Twin Cedars, GA	1991 – 1993
	<b>Adolescent Counselor</b> , Bradley Center Hospital, GA	1990 – 1991
	<b>Psychological Assistant</b> , Twin Cedars, GA	1989 – 1990
	<b>Library Technician</b> , Civil Service, McGraw Library, Munich, Germany	1988 – 1989
	<b>Crisis Counselor</b> , Army Community Service, Munich, Germany	1988 – 1989
<b>Military Policewoman</b> , U.S. Army, Munich, Germany	1986 – 1988	

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### Professional Affiliations & Honors

- National Writer's Union
- Former Vice President of Professional Development, Pikes Peak Chapter of American Society for Training and Development; designed and coordinated two programs that won national awards for professional development
- Former member of the National Speakers Association and Colorado Speakers Association
- Toastmasters International, CTM Award, served as Education VP and Membership VP
- National Board of Certified Counselors
- Selected for inclusion in *Who's Who in American Education*, *Who's Who in the World*, and *Who's Who of American Women* by the Marquis Board for Outstanding Achievement
- Received numerous community service awards in Germany, Louisiana, Georgia, Iowa, and Colorado

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### Published Works

- "Fast-Track Blues: Overcoming Resentment at Home", *BlueSuitMom.com*, June 2000.
- "Sick Day Savvy: Who Takes Off?", *BlueSuitMom.com*, June 2000.
- "How Executive Moms Can Conquer Sleep Deprivation", *BlueSuitMom.com*, May 2000.
- "Sailing the High Country", *Colorado Springs FIT Magazine*, May 2000.
- "A Dream Come True: Emerging Creativity", *Empowered Living*, May 2000.
- "Dreamland Blues: How to Conquer Sleep Deprivation", *InBiz*, April 2000.
- "Healthline: Body for Life Book Review", *Springs Magazine*, March 2000.
- "Frontlines: Just CAWS-Women's Creative Group", *Springs Magazine*, March 2000.
- "Remarriage Readiness: When Fantasy Meets Reality", *Zenith Woman Magazine*, February/ March 2000.
- "Island Orchids Business Review", *Springs Magazine*, February 2000.
- Press Release for Steve Gavaldon, Intercoiffure America/Canada International Award for Hair Design.
- "The Basket Case Business Review", *Springs Magazine*, January 2000.
- "Releasing the Clutter of My Past", *Empowered Living*, Fall 1999.
- "How to De-stress Your Holiday Shopping", *In Biz: The Business Informant*, December 1999.
- "Ten Easy Gift Ideas", *In Biz: The Business Informant*, December 1999.
- "Armageddon", *Empowered Living*, Winter 1999.
- "Business Review of D-zigns Salon and Day Spa", *Springs Magazine*, December 1999.
- Personal Profile published in *Barron's Guide to Distance Learning*, 1999.
- "My Father's Legacy" to be published in *Tea Time for Women: Stories to Warm Your Heart*, 2000.
- "Business Review of Gallery Classics", *Springs Magazine*, November 1999.
- "How to Get Started as a Speaker", *In Biz: The Business Informant*, October 20, 1999.
- "Get Paid for Talking", *In Biz: The Business Informant*, October 20, 1999.
- "Kiai: Encountering Karate", *Empowered Living*, Summer 1999.
- "Unexpected Joys", *Empowered Living*, Spring 1999.
- "Harvesting the Abundance Within", *Empowered Living*, Fall 1998.
- "How to Become a Stress-Free Trainer", *ASTD/PPC Newsletter*, Fall 1998.
- "Addressing Gender Relations at the Nation's Service Academies", *Checkpoints* magazine, 1998.
- *The Human Dynamics of Invention*, University Microfilms International, Ann Arbor, Michigan, 1995.
- *Upper Iowa University Internship Manual*, Fort Polk Center, Spring 1994.
- "Train for a Career in Human Services", *The Guardian*, June 1995.