

CRISTENJESTER@GMAIL.COM
(813) 731-4122
1063 W. TRACKER RD.
NIXA, MO 65714

Cristen Jester

Content Strategist, Project Manager, Writer

HIGHLIGHTS

- Project Management
- Verbal and Written Communication
- Detail-Oriented
- Relationship Development
- Self-Motivated

EDUCATION

Bachelor of Science:

Conservation Biology

Arizona State University

Tempe, AZ

Bachelor of Arts:

German Language and Literature

Arizona State University

Tempe, AZ

CERTIFICATES & TRAINING

- Leave No Trace Trainer
- Community Emergency Response Team (CERT)
- PR Boot Camp (Springfield, MO, Chamber of Commerce)
- Grant Writing USA Training
- Public Speaker Training (The Speaker Lab)
- Travel Writing Certificate (Matador)

SUMMARY

Project Manager, Content Strategist, Biologist, and Writer with a unique blend of experience and expertise in the fields of communication, adventure lifestyle entrepreneurship, biology, and management in cross-functional settings. Knowledge of social media tending and environmental issues, this candidate brings exceptional written and oral communication skills paired with detailed organization and proven ability to work independently and collaboratively.

EXPERIENCE

PROJECT MANAGER/CO-FOUNDER - KEYWORD ADVENTURE, LLC

Nixa, MO

01/2020 - Current

- Podcast production: episode planning, scheduling and conducting interviews, sound editing, and speaking/hosting
- Planned, wrote, researched, and edited blog articles on various topics
- Designed and managed website, social media and branding content, and editorial calendar (Facebook, Instagram, YouTube, Twitter, LinkedIn)
- Grew listenership to nearly 5,000 plays in 18 months and maintained working relationships with 35 unique brand affiliations
- Member: Together Outdoors (Outdoor Recreation Roundtable), a coalition focused on diversity, equity, inclusion, and acceptance in the outdoors

HOUSEHOLD MANAGER - SELF-EMPLOYED

Nixa, MO

07/2013 - Current

- Managed health, meal planning, and daily life for the household on land, in an RV, and on a sailboat. Reduced expenses by over 35% after budget audit
- Scheduled countless appointments, specialty pharmacy deliveries, therapy sessions while learning deeply about Autism Acceptance and Neurodiversity
- Maintain open, clear, and long-term communication and professional relationships with doctors, specialists, and insurance companies

WRITER - SELF-EMPLOYED

Nixa, MO

12/2008 - Current

- Planned, wrote, and edited blog articles about a variety of human-nature connection topics
- Reached over 4,000 unique visits over the last two years and growing
- Self-published novellas under a pen name: wrote, edited, cover design, formatting, distribution to online markets, and marketing
- Member: Outdoor Writers Association of America

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VOLUNTEERISM

- Ozark Greenways (Land Bank Surveys)
- 20Booksto50K Conference (Registration)
- Adventure Mamas Initiative (Ambassador)
- Killa Wasi Foundation (Board Member, Marketing)
- AmeriCorp (Tornado Clean-Up)
- Audubon Society (Backyard Habitat Program Leader)

WORTH MENTIONING

Sailing: Florida & Bahamas

- Full-time, live-aboard with family/pets for up to six months
- Provisioned food, medications, and supplies for 3-6 months
- Organized documentation for people/pets for Bahamas requirements
- Route planned, weather forecasting, navigation, sailing duties, & radio communication
- Helm duties: oversaw operation and safety. Regular review of risk management strategies
- Productive communication in high stress situations requiring quick adaptability
- Routine crew check-ins to improve future communication/ concerns and create team-positive solutions
- Troubleshoot and renovated a 47-year-old sailboat

TRANSFORMATIONAL LIFE COACH - SELF-EMPLOYED

Asheville, NC

05/2008 - 06/2010

- Guided clients to personal goals using the outdoors as a place of solace in order to stop mental cycles and embrace inner guidance

RESEARCH ASSISTANT - UNIVERSITY OF FLORIDA

Miami, FL

02/2007 - 06/2007 (Term)

- Conducted and analyzed population and nesting research of wading birds in the Everglades by airboat and on foot
- Surveyed nesting populations from small planes
- Piloted and navigated airboats safely during heavy drought

ENVIRONMENTAL SCIENTIST - URS CORPORATION

Tampa, FL

08/2005-01/2006

- Assisted with research and writing biological assessment report for \$625 million extension of Highway PR-22 in Puerto Rico
- Performed field surveys, wetland delineation, and permitting for expansion of several roadways in Tampa Bay area
- Completed biological survey and permitting for park recreational boardwalk construction in Polk County, FL

WILDLIFE BIOLOGIST - BUREAU OF LAND MANAGEMENT (CONTRACTOR)

Phoenix, AZ

05/2004 - 06/2005 (Term)

- Surveyed endangered species, inventoried wildlife waters, monitored native and endangered fish populations, relocated Quitobaquito Pupfish, conducted biological evaluations for land use permits, performed riparian condition assessments in response to grazing and 4x4 use
- Worked independently and efficiently in remote areas under extreme conditions in central and southern Arizona
- Participated in planning meetings and conflict resolution involving multiple agencies and local entities regarding resource management
- Interacted daily with people from diverse backgrounds and lifestyles