**JORDAN PHOENIX**

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**PROFESSIONAL EXPERIENCE**

**Founder, Director – Project Free World, New York, NY – 2012 - Present**

Founded an organization striving to provide the proper (F) Food, (R) Rights, (E) Education, and (E) Environment to every human on the planet using a collaborative online social innovation platform.

* Lead all day-to-day activities, including business development and strategy of the organization.
* Recruited and managed 23 volunteers to develop site features, manage social media, and assist in partnership development and user acquisition.
* Created successful partnership and joint marketing campaign with Google.
* Applied and was accepted into the Goodnik Hackathon; winning the Best Design Award. An article was written about this experience in the Times of India.

**Founder, Professional Coach – Infinite Dream Alliance, Los Angeles, CA –** **2008 - 2012**

Founded LLC, executed online marketing strategies, and coached 37 individuals, groups, and small businesses in events and one-on-one sessions to identify their personal and professional goals, identify obstacles, create plans to overcome them, and execute them, resulting in a 97% satisfaction rate (*testimonials available upon request).*

* Organized and hosted the *Knowledge is Power* leadership retreat; created an enabling environment for young professionals and experts to collaborate on and execute their passion projects; resulted in the creation of three small businesses and social enterprises.
* Created and directed the Start Living self-improvement group; over 100 members joined within six days after initial launch campaign. Meetup representatives stated it was one of the fastest growing groups in meetup.com history. Within the first month, the group had received over 6,500 page views from 15 different countries worldwide. An article about the growth of this group was documented by The New York Observer.
* Led one small business using methodologies such as “dreamscaping” and guided questions in securing a critical client and enabled them to grow their revenues by more than 200% in one year.
* Assisted a NGO with conceptualizing, strategizing and launching two charity events in two years to benefit victims of human trafficking.
* Facilitated the creation of a client’s talent agency through goal-setting and time management exercises; resulted in the agency acquiring four new high-end clients within the first month.
* Enabled a client’s rehabilitation using the concepts of “inevitability thinking” and accountability to identify their goals and obstacles, create a plan to overcome substance abuse issues, and return to and complete college; resulted in client’s earning the “Employee of the Year” award in first year following graduation.

**Civil Engineer – Dewberry-Goodkind, Parsippany, NJ – 2007 - 2008**

Developed civil site designs for projects exceeding $450MM including hospitals, malls, roadways, and other commercial buildings.

* Created proposal plans to design the layout and infrastructure of projects while remaining within strict time and budget constraints; resulted in an average of 20% reduction in approval-time.
* Analyzed designs for compliance with county-specific zoning ordinances.
* Coordinated permits from government agencies; reducing turn-around time by an average of 14 days.
* Mitigated risks through excellent organization skills, document control and proficient material procurement.

**Assistant Project Manager – HR Construction, New York, NY –** **2003 - 2006**

Coordinated, managed and planned subcontracts for commercial and residential projects

* Negotiated, reviewed, and submitted change orders; saved firm an average of 18% of total project costs.
* Forecasted project costs and exposures to anticipate and minimize risk.
* Eased scheduling conflicts through communication with contractors, sub-contractors and clients.

**EDUCATION**

**University of Delaware, Newark, DE – 2007**

Bachelor of Science, Civil Engineering

Alpha Tau Omega Fraternity – Executive Board Member, Recruitment Chair, Philanthropy Chair

* Produced four events in 2 years, raising money for Breast Cancer Awareness and “Soap for Hope” to benefit Haiti.
* Created partnerships with 3 other Greek organizations, which expanded fundraising capacity over 350%.

**ADDITIONAL EXPERIENCE**

**Writer – MindBodyGreen, Brooklyn, NY – 2013 - Present**

Content contributor for an online health and wellness publication, ranking in the top 3500 most visited sites in the US.

**Writer – The Social Journal (SoJo), Toronto, ON, Canada – 2012 - Present**

Content contributor for one of Canada’s leading online social entrepreneurial education organizations.

**Volunteer – Feast On Good, New York, NY – 2012**

Assisted the coordination of the social innovation conference and related events.

**Tutor – Academic Advantage, Los Angeles, CA – 2009 - 2010**

Mathematics tutor to improve academic standing for 12 students of low-income families, grades 2-7.

**Volunteer – San Diego Coastkeeper, San Diego, CA – 2008 - 2009**

Coordinated beach cleanups along the Pacific coastline.

**Community Habilitation Specialist – SKIP of New York, New York, NY – 2002 - 2006**

Mentor for disabled children; integrated activities to improve their fine motor functions, academic, language and socialization skills.