



Website: www.jmillercompany.com

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Objective

To mentor and motivate youth and adults so they can become positive contributors to their schools, communities, families and their own lives

Certifications: Life Coach, National Youth Leader and Bachelor of Arts in Communication

Certificates: Clinical Trauma, Trauma Informed Care, City & Guilds Advanced and Intermediate Assessor, Internal and External Verifier and Quality Assurance Training

Youth Development Background

Fall 2020 Mentoring

Nassau, Bahamas

- **Collier Knowles**

The National Training Agency (Sept. 2018 – Mar. 2020)

Nassau, Bahamas

Life Skills Instructor/Presenter (Soft Skills Training Program)

- Served as a Life Skills Instructor/Presenter to 200 + Trainees, mostly from Inner Cities, at The National Training Agency (NTA), a Non-Profit Organization focused on creating a workforce that is highly productive, service-oriented, globally competitive and responsive to the dynamics of The Bahamian Economy
- Assisted Trainees with creating Cover Letters & Resumes while also providing character references to various organizations for employment opportunities
- Responsible for ensuring that Trainees were in alignment with the rules and guidelines outlined by The Agency
- Performed other duties as assigned by Executive Director

The Leadership Development Institute (Jan. 2014 – Dec. 2014)

Nassau, Bahamas

Life Skills Instructor and Night Class Program Manager (Soft Skills Training Program)

- Served as a Life Skills Instructor for 1,000 + Day Class Trainees at The Leadership Development Institute (LDI), a Non-Profit Institute supported by Baha Mar created to provide comprehensive and holistic training in Technical, Leadership and Life Skills to a broad cross-section of Bahamians, mostly from Inner Cities, who develop skills and a passion for service
- Served as Principal of LDI Skills Hospitality responsible for over 650 LDI Trainees
- Taught 5 students with Intellectual and Development Disabilities (IDD) from The Best Buddies International Program

- Conducted over 500 + Interviews of LDI Trainees (Day and Night Students) to determine which Skills Curriculum they would be placed into for their final 4 weeks (Housekeeping, Landscaping, Maintenance, Server/Banquet Set-Up, Security, Engineering etc.)
- Ensured that all rooms were set up for The Instructors prior to the start of night classes
- Responsible for ensuring that Trainees were in alignment with rules and guidelines outlined by The Institute - Records were kept and weekly meetings were held to update Trainees on their tardiness along with other issues
- Assisted with preparing for LDI Session 3 Graduation - Performed duties as Stage Director ensuring a seamless operation at The Graduation Ceremony
- Performed other duties as assigned by Human Resources Project Executive

Teen Scenes Christian Camp (Summer 2013)

Eleuthera, Bahamas

Camp Instructor

- Served as Camp Instructor teaching 30 Campers about the word of God daily through Bible Study and In-Class Instruction
- Supervised Campers during activities on campground to ensure safety
- Performed other duties as assigned by Camp Director

Bahamas Crisis Center (Jan. 2011 – Jan. 2012)

Nassau, Bahamas

Trained Mentor

- Spoke to High School Students about Health and Unhealthy Relationships as well as Red Flag Behaviors

Mentoring & Motivating Youth of America (May 2009 – Aug. 2009)

Orlando, Florida

Trained Mentor

- Responsible for mentoring at risk youth who were drawn into the juvenile justice system and needed someone to be there to give them hope
- Served as a confidante to my mentees supporting them in everything they do and promoting positivity in their lives
- Met with mentees every week for two hours or more to participate in activities together whether it was playing basketball, going to the movies, going for lunch or just talking about the issues they were experiencing and how we can work together to make things better
- Reported to my supervisor who recorded all hours which were documented by reports that I sent daily via email
- Provided a healthy relationship where my mentees could rely on me to not be their parent, but to be someone they can talk to about anything
- Informed and educated mentees about what they can do to become great citizens of their local communities and country

Awards for Community Service, Motivational Speaking, Mentoring & Leadership

- 2010 Most Accomplished Former Student-Athlete Award
- 2011 Bahamas National Youth Award of Excellence
- 2012 Bahamas Real Men's Empowerment Award from The Late Dr. Myles Munroe
- 2013 Livelihood & Social Development Certificate from The People's Republic of China
- 2014 Bahamian Icon Humanitarianism Award Finalist
- 2017 Retiring Director Award – Bahamas Primary School Student of The Year Foundation (2011-16)
- 2019 Distinction Award as a Participant in The Bahamas Government's Ministry of Youth, Sports & Culture National Youth Leader Certification Program

- 2019 Patty Michelle Miller Award for Special Effort out of 110 Participants in The Bahamas Government's Ministry of Youth, Sports & Culture National Youth Leader Certification Program

Professional Organizations

- Alpha Phi Alpha Fraternity, Inc.
- Lambda Pi Eta Communications Honor Society
- Phi Sigma Pi National Honors Fraternity
- Sigma Alpha Pi National Society of Leadership & Success
- USA Track & Field

Links

http://www.thebahamasweekly.com/publish/community/Bahamian_Icon_Awards_release_2014_Nominees34965.shtml

<https://eleutheranews.com/?p=4156>

https://www.bahamaslocal.com/newsitem/5235/University_of_South_Florida_to_honour_Bahamian_athlete.html

<https://ufdc.ufl.edu/UF00084249/01665/5j>

<https://thenassauguardian.com/2014/07/30/baha-mars-third-leadership-development-institute-class-welcomes-individuals-with-intellectual-and-developmental-disorders/>

<https://www.youtube.com/watch?v=vP04MiiwFYw>

<http://progressivegreek.com/organizations/alpha-kappa-alpha-organizations/keith-t-cleare-inaugurated-as-the-21st-chapter-president-of-the-local-chapter-of-alpha-phi-alpha-in-the-bahamas/>