

JORDAN CARVER

195 Heritage Center · Salt Lake City, UT 84112 · 801-592-5949 · uubootcampjc@gmail.com

EDUCATION

Web Development Certificate , <i>University of Utah - Continuing Education</i> , Salt Lake City, Utah	Expected January 2021
Master of Arts: Coaching & Athletics Administration , <i>Concordia University</i> , Irvine, California	August 2012
Bachelor of Arts: History , <i>Grand View University</i> , Des Moines, Iowa	April 2008
Associate of Science: Applied Sciences , <i>Utah Valley State College</i> , Orem, Utah	December 2004

PROFESSIONAL EXPERIENCE

CONSULTANT (Self-Employed) , <i>KoZoGi LLC</i> , SALT LAKE CITY, UT	AUGUST 2020 - PRESENT
<ul style="list-style-type: none">• Originate business with students and families to assist them with the recruitment process.• Contract with Scholarbook Stipendien USA to place their student-athletes in US college soccer programs• Work directly with NCAA, NAIA, and NJCAA soccer coaches to introduce new recruits	
ADJUNCT INSTRUCTOR , <i>IOWA WESTERN COMMUNITY COLLEGE</i> , COUNCIL BLUFFS, IA	JANUARY 2017 - PRESENT
<ul style="list-style-type: none">• Instruct students in two introductory Sport and Exercise Psychology courses per fall/spring semesters• Operate LMS: Moodle and Canvas, and utilize textbook software and course materials	
VOLUNTEER SOCCER COACH , <i>SALT LAKE COMMUNITY COLLEGE</i> , SALT LAKE CITY, UT	SEPTEMBER 2019 - PRESENT
<ul style="list-style-type: none">• Responsible for recruiting international student-athletes (male and female), scouting, player promotion, and acting as an advisor with coaching staff and student-athletes.	
HEAD MEN'S SOCCER COACH , <i>IOWA WESTERN COMMUNITY COLLEGE</i>	DECEMBER 2008 - MAY 2019
<ul style="list-style-type: none">• Headed the overall operation of a national championship NJCAA Division 1 men's soccer program, including the direct supervision of two assistant coaches, volunteer coaches, and an annual roster of 50+ international and domestic student-athletes• Created and executed the strategic plan for the men's soccer program, i.e., communication, recruitment, budget and facilities management, camps, community involvement, fundraising, alumni relations, social media, website, etc.• Prepared daily, monthly, and annual schedules for seasonal team competition, training, activities, and events• Operated and managed the program budget of \$250,000• Recruited international and domestic student-athletes annually via multiple methods, e.g., high school and club events, international recruiting services, showcases, tournaments, and camps• Interacted with prospects and their families via in-person meetings, telecommunications, social media, and email and video messaging• Advised and assisted recruits in the process of application for admission, financial aid, and registration by utilizing the student information systems, i.e., Ellucian Colleague and Perceptive Content, and learning management systems, i.e., Moodle and Canvas• Worked closely with the DSO to ensure timely admission of international students• Ensured students' academic performance through goal setting, program evaluations, progress reports, study halls, and using institutional resources, i.e., library, tutors, advisors, and TRiO• Raised \$50,000+ in FY18 and FY19 through various methods of fundraising, i.e., donation campaigns, camps, firework stand, community partnerships, and large donor contributions to create and utilize all other operating budgets: recruiting, travel, equipment, and coach education budgets	

- Composed, presented, and successfully implemented proposals to expand staff positions and scholarship budget
- Hired and oversaw work-study workers to run gameday events which included scheduling, ticket sales, staff assignment, and event management
- Directed camps and high school residential camps, generating \$10,000 in annual program revenue
- Coordinated annual alumni events in Iowa and Utah (100+ alum) to engage alumni and strengthen relationships
- Assisted the Foundation Office with annual employee giving campaigns, scholarship gala, and reviewing scholarship applications

N.E.S.T DIRECTOR, COUNCIL BLUFFS SOCCER CLUB (CBSC)

JANUARY 2019 - MAY 2019

- Directed the 4U-6U soccer program with 300+ participants and coaches
- Handled league scheduling, team formations, customer service, and complaints
- Arranged and coordinated the partnership between CBSC and Iowa Western soccer programs

DIRECTOR OF COACHING, COUNCIL BLUFFS SOCCER CLUB (CBSC)

FEBRUARY 2013 - MAY 2016

- Charged with the operation of a youth soccer club comprising 200+ boys and girls and
- Directed 20+ coaches and volunteers and acted as club liaison with league and tournament directors
- Organized, marketed, and conducted club-wide tryouts and camps
- Assisted with fundraising efforts during Halloween Havoc Tournament and other events
- Counseled parents, players, and coaches regarding club policies, procedures, and conduct
- Resolved conflict and concerns from parents, players, coaches, and community members

ASSISTANT MEN'S & WOMEN'S SOCCER COACH, IOWA WESTERN COMMUNITY COLLEGE

MAY 2008 - DECEMBER 2008

- Responsible for training, recruitment, academics, camps, on-campus tours, social media, and website
- Supervised the use of Kanesville athletic building

RESIDENT ADVISOR, GRAND VIEW COLLEGE, DES MOINES, IA

AUGUST 2007 - MAY 2008

- Assisted Resident Director with the supervision and management of the campus Apartments
- Participated in weekly rounds of the housing facilities to ensure campus safety and proper conduct
- Planned and conducted floor meetings and events to engage residents

STUDENT ACTIVITIES COUNCIL, GRAND VIEW COLLEGE, DES MOINES, IA

AUGUST 2006 - MAY 2007

- Participated as a member of the SAC team to provide on- and off-campus activities for the student body
- Programmed activities during the year and the end of year party

LEADERSHIP AND COMMUNITY INVOLVEMENT

NATIONAL CHAIR, ALL-AMERICA COMMITTEE, UNITED SOCCER COACHES

AUGUST 2012 - MAY 2019

- Oversaw and supervised the JUCO All-America Committee within the United Soccer Coaches
- Managed the nomination process and selection of the All-America Teams and the Player of the Year
- Directed committee meetings and attended the award banquet at the United Soccer Coaches Convention

NATIONAL/DISTRICT CHAIR, RANKINGS COMMITTEE, NATIONAL JUNIOR COLLEGE ATHLETIC ASSOCIATION

AUGUST 2016 - MAY 2019

- Directed the NJCAA Rankings Committee to ensure timely and accurate delivery of the weekly polls
- Encouraged collaboration from committee members and other coaches

VICE PRESIDENT/MEMBER-AT-LARGE, BOARD OF DIRECTORS, COUNCIL BLUFFS SOCCER CLUB

JANUARY 2014 - DECEMBER 2017

- Provided leadership for the merger between CBFC and CBYSA which became Council Bluffs Soccer Club with 2000+ boys and girls
- Instrumental in laying the framework for the Club's first full time Director of Coaching

- Assisted with fundraising efforts and programming, i.e., Halloween Havoc, Youth Development Program
- Charged with the recruitment of new board members, volunteers, and professional staff
- Actively involved with conflict resolution between parents, coaches, and club
- Consulted on current soccer trends, methods, and issues

MISSIONARY, THE CHURCH OF JESUS CHRIST OF LATTER-DAY SAINTS, BUDAPEST, HUNGARY MARCH 2001 - MARCH 2003

- Demonstrated daily self-leadership and motivation to positively influence the people of Hungary

PROFESSIONAL DEVELOPMENT, TRAINING, AND ASSOCIATIONS

Web Development Skills:

- HTML
- CSS
- Git
- Mobile Responsiveness
- API (Web, Third-Party, Server-Side)
- JavaScript
- Node.js
- Express.js
- SQL
- ORM
- MVC
- PWA
- NoSQL
- MongoDB
- React
- GraphQL
- MERN Stack
- Redux

Familiar with College Athletic Department Software:

- Front Rush
- Jump Forward

Familiar with Learning Management Systems:

- Moodle
- Canvas
- Blackboard

Familiar with Student Information Systems:

- Ellucian Colleague
- Perceptive Content

Familiar with Office Management Software:

- Microsoft Office Suite
- Google Documents

Memberships

- NAFSA: Association of International Educators (2018)

- United Soccer Coaches (Current)

Language Skills:

- Hungarian (intermediate)

Certifications:

- CPR/AED

Licenses/Diplomas:

- Class C Vehicle Endorsement
- B License, United States Soccer Federation
- Advanced National Diploma, United Soccer Coaches

Achievements:

- NJCAA National Champions (2013)
- NJCAA Coach of the Year (2013)
- NJCAA Player of the Year (2013)
- NATYCAA Scholar-Athlete of the Year (2011)
- NJCAA All-Academic Team (2011)
- Eagle Scout Award