

Jordan Christine Harler, CFCS

Objective

To obtain a position in the student affairs field at the university level in order to facilitate social and emotional growth, promote independence, create safe spaces for all students, support positive decisions in students, coordinate and implement intentional programming, and work towards improving the student experience, ultimately increasing retention and well-being.

Education

Montana State University, Bozeman, MT

Major: Family and Consumer Sciences - Teaching

GPA: 3.36 – graduated with Honors / Dean's List

Graduated May 2014

Montana State University, Bozeman, MT

Adult and Higher Education – Student Affairs Master's Program

Anticipated Graduation May 2022

Professional Development

**American Association of Family and Consumer Sciences
Montana Affiliate State Conference Attendee 2021, 2019, 2018,
2017, 2016, 2014, 2013**

Youth Mental Health First Aid Certified 2019

**American Association of Family and Consumer Sciences National
Conference Attendee 2016, 2017**

Montana FCCLA State Leadership Conference Advisor 2015-2021

Experience

Family and Consumer Sciences Teacher

2015-Present Manhattan High School, Manhattan, MT

- Prepared and developed lesson plans for grades 7-12 in various fields of Family and Consumer Sciences including Career Investigation, Child Development, Foods, Advanced Foods, Independent Living, and more
- Advised the FCCLA chapter and attended conferences and other professional development workshops in order to develop advisor skills
- Follow and enforce all school policies, perform extra duties, ensure safety of all students and maintain a positive learning environment

Bartender/Cocktail Waitress

2016-Present Korner Club, Bozeman, MT

- Maintained ServSafe Certification for bartending and complied with all alcohol laws. Enforced those laws and handled situations as necessary.
- Perform all opening or closing shifts and responsibilities in timely manner, upsell and provide quality service, make sure bank till was accurate.
- Engage with customers, build a rapport to increase return customers, have full knowledge of products in order to make sales.

Substitute Teacher

2014-2015 Bozeman Public Schools, Bozeman, MT

- Prepared to instruct and supervise any subject and grade level without always having seen the lesson plans prior to the start of the day
- Flexible and resourceful when classroom assignments are switched or when things do not go smoothly – remain calm and continue to maintain control over the classroom and encourage consistency through the day
- Ensure safety of all students and create a positive learning environment

Assistant Resident Director & Resident Advisor

2011-2013 Montana State University Residence Life, Bozeman, MT

- Advised the hall student government
- Planned various recreational, social, and educational activities for residents from planning to marketing to implementation
- Oversaw the safety, personal growth and community development of 30+ residents each semester as well as was responsible for the safety of residents across campus, varying from 580-2,000 on any given night shift

Certifications/ Awards/ Leadership Roles

Have held the following Board of Director Positions for the American Association of Family and Consumer Sciences Montana Affiliate:

President 2021-current
President Elect 2019-2021
By Laws Chair 2017-2019

Certified in Family and Consumer Sciences (CFCS) 2019

FCCLA New Adviser of the Year 2019

FCS New Achiever of the Year Award 2019

