

SHARON ANN JEWELL

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(404) 668-7896

PROFESSIONAL HIGHLIGHTS

- ✓ *Executive experience and presence with the ability to engage and influence members, stakeholders and legislators to garner support and drive results in fulfillment of mission and strategic priorities.*
- ✓ *Excellent organizational skills - detailed oriented, methodical, orderly.*
- ✓ *Ability to manage multiple tasks, customize and communicate solutions to a diverse audience.*
- ✓ *Excellent public speaking and social presentation skills in multi-disciplinary environment.*
- ✓ *Ability to develop interpersonal relationships, build and foster a collaborative team environment.*
- ✓ *Effective time management - ability to manage multiple tasks within a short time frame by prioritizing projects. Works with a sense of urgency and delivers on commitments.*
- ✓ *Demonstrated ability to mentor direct reports, manage people and build lasting relationships.*
- ✓ *Adaptable and Flexible - quick to learn and work effectively amid changing priorities and frequently conflicting deadlines.*
- ✓ *Excellent communication skills – interaction with all levels of management internally and externally.*
- ✓ *Promotes trust and accountability.*
- ✓ *Excellent work ethics - highly motivated toward hard work, willingness to learn and share knowledge.*
- ✓ *Continual initiative and energy – ambitious self-starter, superb creativity, ability to anticipate and take action to meet future needs.*

EDUCATION

Keller Graduate School of Management, full scholarship, 3.96 GPA, MBA –Class of TBD

Sigma Phi Alpha, Honors Inductee, National Society of Leadership and Success

ABA Approved Paralegal Certificate, Litigation Specialty

Honors Graduate, 4.0 GPA, National Center for Paralegal Training, Atlanta, GA

Law, Leflar Law Center, University of Arkansas, Fayetteville, AR

Bachelor of Arts, Sociology, Howard University, Washington, DC

EXPERIENCE

International Referee, National Referee

2013 – present

- *International Referee, United States, #0095-0021, 6/20/2017*
- *5th Degree Black Belt, # 05900090, Kukkiwon, 1/28/2016*
- *Referee, PATU President's Cup, Las Vegas, NV, 10/2018*
- *Referee, PAN AM Taekwondo Championships, Spokane, Washington, 7/2018*
- *Referee, USAT National Championships, 2013 -present*
- *Referee, US Open Championships, 2015-2018*
- *2016 USA Olympic Taekwondo Team Trials, Computer Operator, Reno, Nevada, 2/2016*
- *95th International Referee Seminar, IR Graduate, Acapulco, Mexico, 5/1-4/2017*
- *86th International Referee Seminar, IR Certificate, Everett, Washington 5/24-27/2016*
- *TRUE member, Taekwondo Referee United for Excellence, 2014 – present*

GREATER HARTFORD MALE YOUTH LEADERSHIP PROJECT, LLC
Hartford, CT

2014 - 2016

Chief Executive Officer

- *Focusing on young men in grades 7-12, providing leadership and intense mentorship utilizing learning modules.*
- *Managed the day to day operations, revise annual budget, collaborate with other agencies to maximum delivery of events and recruitment of senior management with proven program knowledge and leadership.*
- *Work with Board of Directors (BOD) to create new policies and implement best practices for staff, accounting, IT, HR and programming.*
- *Pursued new banking relationship and field RFI for accounting services.*

MARTIN LUTHER KING, JR. FAMILY SERVICES, INC.
Springfield, MA

2001 - 2012

Interim President/Chief Executive Officer

5/2011 – 8/2012

- *Chief executive officer of nonprofit human services agency with revenue of over 2 million*
- *Turnaround management to ensure funding after previous year \$328,000 deficit. Created and executed a short-term strategy.*
- *Served as principle agency advocate, focusing on youth development and family services.*
- *Managed the day to day operations, including track spending and development of annual budget, supervision and evaluation of staff performance, creation, coordination and delivery of events and collaboration with other agencies for service delivery.*
- *Appropriately and professionally worked with Board of Directors (BOD) to advance strategic plan, prepare monthly reports, presentations for committees and BOD retreat.*
- *Created revenue streams by securing grants and new programming to support mission.*
- *Refine and develop policies for staff, accounting, IT, HR and programming.*
- *Recruitment of senior management with creativity, high work ethic, proven leadership.*
- *Eliminated duplicate contracts, pursued new banking relationship and savings of \$300,000 in administrative costs through reorganization achieved.*

MLKJRF Board of Directors and Board Leadership

2001 - 2011

Board Chair, 2006, 2011

Board Vice-Chair, BOD, 2006 – 2010

Chair, Executive Committee

Chair, Board Development Committee, 2006 - 2007

Chair, Facilities and Property Committee

Created Civil Engagement and Public Policy Committee, 2011

Created Education and Technology Committee, 2011

Strategic Planning Committee

Infrastructure Work Group and Program Committee

Nominating and Governance Committee

Funds Development and Marketing Committee

CEO/President Search Committee

MASSACHUSETTS MUTUAL LIFE INSURANCE COMPANY

2004 - 10/2009

JOHNSON AND HILL STAFFING, Springfield, MA

2001 - 2004

PACES PERSONNEL, Atlanta, GA

2001

Contract Consultant / IT Contract Consultant / Paralegal Database Administrator/Legal Assistant

- *Secured over \$20M in Cost Savings and Cost Avoidance while completing 1,000 contracts/CSRs.*
- *Created corporate RFP, RFI, and RFX. Lead vendor management, review and selection process.*
- *Negotiated complex contracts to meet company and customer needs, utilizing best practices*
- *Developed and managed contract databases that captured vendor relationships for effective competitive analysis and contract negotiations.*
- *Authored internal procurement white paper for senior management review.*
- *Subject Matter Expert – Argis legal documents, enterprise queries for all MassMutual contracts. Completed Computer Associates Unicenter Asset Management courses UN310 and UN311.*
- *Regularly collaborated with Accounts Payable, Auditing, ISO, Law, Compliance and other support areas. Wrote procurement justification white paper for corporate services.*
- *Gained intimate knowledge of SAP, Unicenter Argis Asset Management, Mitratach CLMS, MS Office Suite, Westlaw, Lexis, ADP, IMAN, WordPerfect and Vantive.*
- *Experienced resource for contract support and guidance to customers throughout the enterprise as a representative of Procurement Services. Trained Procurement staff on Argis/UAPM usage.*
- *Team Member in the formation of a Procurement Supplier Diversity Initiative.*
- *Provided paralegal assistance to attorneys in Labor, Employment, Real Estate, Corporate, Litigation and Family Law.*
- *Served five consecutive years as MassMutual volunteer to Community United Way of Pioneer Valley for grant-making agency reviews and budgeting allocations.*
- *Advisor to the United Way Community Investment Committee.*

TD Waterhouse Investor Services, Atlanta, GA
Broker/Trainee

1999-2000

- *Brokerage Liaison. Served as liaison between the branch network and operations center. Provided information to aid customer understanding of investment tools and financial markets.*
- *Recognized for research and resolution in processing of customer paperwork.*
- *Managed transactions/ transfers affecting stocks, bonds, cash accounts, mutual funds and IRAs.*
- *Responsible for integrating newly hired associates and temporary staff into workforce. Through my tutelage, associates were competent to work independently within three days.*
- *Conducted continuing education seminars for fellow associates on Vantive files.*
- *Created and implemented database system and edited boilerplate of over 20 letters were utilized daily in customer contact to complete applications and /or transactions (over 10,000 produced).*

Nordstrom, Atlanta, GA and Arlington, VA
Tootsies, Atlanta, GA
Sales/Fundraising

1998, 1989-1992
1994-1998

- *Created and implemented a “Dress for Success” seminar directed toward college seniors.*
- *Named lead sales associate based on excellent skills in customer service, follow-up and leadership abilities and for increasing sales by over 10% for three consecutive years.*
- *Developed a personal clientele base that produced more than 20% (over \$500,000) of store annual retail sales and recognized for redirecting and transforming customer loyalty to new fashion designers. Organized a five member “Going for the Gold” fundraising committee that targeted corporations, lobbyists and churches in Arkansas and Washington, DC, culminating in press conferences and a reception hosted by a member of Congress on Capitol Hill.*

US Taekwondo Union, Colorado Springs, CO
Full-Time Athlete

1980-1992

- *Inductee, State of Arkansas Hall of Fame, Female Athlete of the Year*
- *Inductee, Hall of Fame, Howard University, Bison Foundation for winning the Olympic Bronze Medal in Taekwondo at the 1988 Games and for medaling in every state, national, international, Pan American and Olympic competition.*
- *First female athlete named to the Executive Board of US Taekwondo Union, 1983*
- *Official Delegate to represent USTU, 2000 Summer Olympic Games, Sydney Australia*
- *Selected by USOC to serve on Athlete Support Committee*
- *Athlete Representative for three consecutive US Olympic Sport Festival competitions.*
- *Selected as Chairperson for the Junior Olympic and Athlete Advisory Council and Women’s Athlete Advisory Council for advocacy of athlete’s rights and women’s sports.*
- *Elected overall Team Captain for the United States Taekwondo Team in 1984, 1989, 1990.*
- *Elected Women’s Team Captain 1984 and 1985.*

- *Selected four consecutive years as the facilitator for Taekwondo at the Nike Sport Leadership Camp for the Boys and Girls Club of America.*

PROFESSIONAL/ELECTED/VOLUNTEER AFFILIATIONS and MEMBERSHIP

United States Olympic Committee, (USOC) Colorado Springs, CO

1988 U.S. Olympian Team – Bronze Medal, Women Middleweight, Seoul, South Korea

United States Olympians & Paralympians Association (USOPA)

President-New England Chapter of Olympians & Paralympians, 2013-

Charter Member, Vice President, 2011-2013

Georgia Olympians Chapter, United States Olympians, 1994 – 2000

Athlete Support, 1994 - 1996

USOC Athlete Advisory Council, Alternate, 1984 – 1992

Olympic Movement Committee, Boston 2024 Olympic Bid Committee, 2014-2015

United States Taekwondo Grandmasters Society (USTGS)

2016 Hall of Fame Inductee, Female Competitor of the Year, 4/30/2016, Fort Lee, NJ

Associate Member, United States Taekwondo Grandmasters Society, 5/2016 - present

USA Taekwondo (USAT) (formerly USTU), Colorado Springs, CO

Lifetime Member, #999849280, since 2015

Official International Hall of Fame Inductee, 9/22/2017, New York, NY

Founding Member/Co-Chair, National Taekwondo Athlete Development Fund, 2015- 2018

Female Athlete of the Year, President Leadership Award, USTU, 1985, 1991

Collegiate Athlete of the Year, 1980 – 1983

2000 Olympics, Official Delegation, Sydney, Australia, USA Taekwondo Delegation

Level 2 Coach Identification Development Program, Certification, August 2013

Level 1 Coach Identification Development Program Certification, July 2013

Coaches Edge Seminar, July 2013

Executive Board, USTU, 1983 - 2000

Board of Directors 1982 - 2000

Chairperson, Junior Olympic Committee, 1989

Team Manager, 2nd World Junior Olympic Championship, Istanbul, Turkey, September 1998

USTU, Athlete Advisory Council, 1982-1992

Co-Founder - Women Athlete Advisory Council, USTU

Charter Member, USA Taekwondo Olympian Council, November 2013

National Referee # 82A065, 1983

Howard University Taekwondo Club, 1980-1992, 5-Time Collegiate National Champion

The World Olympian Association, (WOA), Member since 2000

NCAA Division I Scholarship Athlete, Track and Field, MEAC Conference Champion

100M hurdles, Howard University

Congressional Record –100th Congress, 2nd Session-U.S. Senate- Volume. 134, No. 139.

Entered into record by US Senator David Pryor

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TAEKWONDO NOTABLES

Bronze Medalist, Games of the XXIV Olympiad, 1988 US Olympic Team
Fastest Kick (Ap Chagi) on both (men and women) Olympic Team – 39 mph
9 Knockouts and 1 Technical Knockout
Ranked # 1 in the U. S. 1982-1988, 1990 and 1991
Female Athlete of the Year, State of Arkansas, 1988
Collegiate All- American 1980-1983
Over 10 International and national Gold Medals (5 Silver, 5 Bronze)
President's Most Outstanding Leadership Award, 1985 and 1991
Congressional Record – 100th Congress, 2nd Session-U.S. Senate- Volume. 134, No. 139

TAEKWONDO EDUCATION:

First African American Female International Referee in the United States, May 2017
95th International Referee Seminar, Acapulco, Mexico, May 1-4, 2017
86th International Referee Seminar, Graduate Certificate, Everett, Washington 5/24-27/2016
5th Degree Black Belt, # 05900090, KUKKIWON, World Taekwondo Federation
Coach Identification Development Program, Coaches Edge, Level, Level 2, 2013
National Referee, #82A065, 1983
Howard University Taekwondo Club, 1980 -1992
Guest of Kyung Hee University, Dept. of Physical Education, South, Korea 1983, 1987
World Games III Special training, Italy Olympic Training Center, Rome, Italy, 1989
Goodwill Training Camp, Port-a-Prince, Haiti, Howard University TKD Club 1989
U.S. Elite Taekwondo Athlete training, 1984, 1985, 1987

TAEKWONDO / SPECIAL HONORS:

Official International Hall of Fame, Inductee 9/22/2017, New York, New York
White House Visit – The Right Honorable Prime Minister Margaret Thatcher
White House Visit - 1988 U. S. Olympic Team
1992 USOC AAC Support for 1992 U.S. Olympic Team Send-off and White House Visit
Governor's Achievement Award, Governor Bill Clinton – State of Arkansas
Citation, House of Representatives, State of Arkansas
Hall of Fame Inductee, 2016 Female Competitor of the Year, USTGS, 4/30/2016 Fort Lee, NJ
Hall of Fame Inductee, 1988 Female Athlete of the Year, State of Arkansas
Hall of Fame Inductee, 1997 Bison Foundation, Howard University
Hall of Fame Inductee, 1978 Little Rock Central High School
Female Athlete of the Year-1988, Arkansas Gazette & Arkansas Democrat, State of Arkansas
Female Athlete of the Year, President Leadership Award, USTU, 1985, 1991
Collegiate Athlete of the Year, 1980 - 1983
Special Award – Blacks in Government, Education Chapter, HEW, Washington, DC
The Pigskin Club of Washington, DC

School Board of Directors, Little Rock, Arkansas
Congressional Record – 100th Congress, 2nd Session-U.S. Senate- Volume. 134, No. 139
entered into record by United States Senator David Pryor of Arkansas
Lifetime Member, #999849280, USA Taekwondo, 2015

TAEKWONDO SPECIAL ACHIEVEMENTS

Bronze Medalist, Summer Olympic Games, Seoul, South Korea, 1988
Gold Medalist, Pan American Taekwondo Championship, Lima, Peru, 1988
Silver Medalist, World Games III, Karlsruhe, Germany, 1989
Bronze Medalist, World Championship, Barcelona, Spain, 1987
Gold Medalist, Pan American Taekwondo Championship, Guayaquil, Ecuador, 1986
Silver Medalist, World Championship, Seoul, South Korea, 1985
Gold Medalist, Pan American Taekwondo Championship, Suriname, 1984
Silver Medalist, World Championship, Copenhagen, Denmark, 1983
U. S. Olympic Sports Festival Champion, 1989 – 1991
U. S. Olympic Sports Festival – Overall Team Captain, 1990
Overall Team Captain, 1989 World Games III
Women Team Captain, 1984, 1985
Collegiate Team Leader, Collegiate Champion, Individual and Team Sparring, 1980 - 1984
Team Manager, 2nd World Junior Taekwondo Championship, Istanbul Turkey, 1998
National Team Member, USTU, 1983 -1989
Official Delegate to represent USTU, 2000 Summer Olympic Games, Sydney Australia

TAEKWONDO GOVERNANCE

Founding Member, Co- Chair, National Taekwondo Athlete Development Fund, 2015
Charter Member, USA Taekwondo Olympian Council, 2013
Executive Board, USTU, 1983 – 2000
Board of Directors, USTU, 1982 – 2000
Chairperson, Junior Olympic Committee
Athlete Advisory Council, USTU, 1982 -1992
Co-Founder, Women Athlete Advisory Council, USTU

UNITED STATES OLYMPIC COMMITTEE (related activities)

1988 USA Olympic Team, Women Middleweight Division
New England Chapter, United States Olympians & Paralympians Association, President,
2013- present
New England Chapter of Olympians & Paralympians, Charter Member, Vice President, 2011-
2013
Georgia Olympians Chapter, United States Olympians, 1994 – 2000
USOC Athlete Support Committee, US Olympic Festival, 1994-1996
USOC House of Delegate, Athlete Alternate, 1984-1992
USOC, Athlete Advisory Council, Alternate, 1984 -1992
Olympic Movement Committee, Boston 2024 Olympic Bid Committee, 2014-2015
Host -Olympic Day, Hampden Charter School of Science, Chicopee, MA June 2015 - 2017

TAEKWONDO VISUAL AND PRINT MEDIA

Koreatimes.com, USTGS Hall of Fame Inductees, May 4, 2016

Black Entertainment Television – (BET)

Sports Machine, with George Michael – Channel 4, Washington, DC

Jet Magazine, Ebony Magazine and Emerge Magazine

Olympian Magazine, United States Olympic Committee

Arkansas Gazette and Arkansas Democrat

Washington Post and Washington Times

USA Today

NBC, Korean Television