



JORDAN JOYCE
231 HARVARD ROAD
PORT MATILDA, PA 16870
610-248-0399
JORDANLJOYCE@GMAIL.COM

EDUCATION

Master of Professional Studies in Organization Development and Change

Penn State World Campus
Graduation – December 2021

Bachelor of Science, Elementary Education

The Pennsylvania State University
Graduation – 2006

PROFESSIONAL EXPERIENCE

Implementation Specialist

*Edna Bennett Pierce Prevention Research Center at Penn State (PRC)
Evidence-based Prevention and Intervention Support (EPIS)
Pennsylvania State University*

February 2016 – Present

University Park, PA 16802

- Provide project management for statewide initiatives, events, trainings and meetings while handling the registration process, marketing, budget and evaluations.
- Lead content development teams and work with Instructional Designers to build eLearning Courses.
- Perform needs assessments to ensure the programs supported by EPIS are meeting the needs of children, youth and families across PA.
- Provide consultation services for evidence-based prevention and intervention programs across Pennsylvania to support high-quality program implementation, evaluation and community-level positive change.
- Produce statewide outcome reports and local community reports for sharing the data that demonstrates program impact and key findings to key stakeholders.
- Support school districts and agencies to secure grants and navigate additional funding streams in order to start-up and sustain programs.
- Assist program providers in monitoring model fidelity for programs, ensuring that the projects are being implemented the way that they were designed by the program developer(s).
- Coordinate and facilitate trainings, learning communities and networking meetings for six specific programs: the Incredible Years (IY), Positive Parenting Program (Triple P), Promoting Alternative THinking Strategies (PATHS), Olweus Bullying Prevention Program (OBPP), Multisystemic Therapy (MST) and Functional Family Therapy (FFT).
- Utilize social media to generate public outreach, knowledge and exposure.
- Present at international and state-level conferences.

Project Manager

Pennsylvania State University

July 2015 – February 2016

University Park, PA 16802

- Managed a team of eight undergraduate students that assisted me in the coordination of a nutrition-based research project called the Healthy Bodies Project.
- Developed curriculum for HeadStart classrooms that allowed for education and tasting of various fruits and vegetables.
- Supported 55 preschool teachers in carrying out the 28-week nutrition-based curriculum.
- Oversaw the budget for the Healthy Bodies Project.
- Implemented programming to educate parents/caregivers from lower income areas on how to stretch their budget.
- Developed multimedia projects to reach out to parents/caregivers on the nutrition curriculum that their children were receiving.
- Coordinated a farm festival in partnership with CenClear Services for all of the teachers and families from the 55 HeadStart classrooms.
- Interviewed applicants for new positions within the various projects under the Healthy Bodies Project.
- Coordinated and hosted the annual Teacher Training Workshop to kickstart the new school year.
- Assisted with additional projects as needed in my department.

Foster Home Recruiter and Coordinator

Family Intervention Crisis Services (FICS)

August 2008 – July 2015

Bellefonte, PA 16823

- Coordinated recruitment activities across the Centre County community.
- Presented at various recruitment functions offered through community organizations and programs.
- Met with all potential foster families to thoroughly explain Centre County's Foster Care Program while establishing good relationships with families.
- Executed fundraising activities as well as secured donations from local businesses, restaurants, and community members throughout the year to hold successful retention events.
- Organized the annual Blue Ribbon-Change a Lifetime Event to raise public awareness during National Foster Care Month, which was attended by County Commissioners, Judges, Senators, community members, and staff members.
- Assisted families in becoming licensed foster homes by collecting necessary paperwork, reviewing County policies, completing clearances, interviewing the family and children, and collecting references.
- Coordinated and presented Pre-service Trainings for foster families pursuing home studies.
- Managed the Centre County CYS Mentor Program.
- Provided training and resources in order for families to maintain their foster care license.
- Managed various databases in order to ensure foster families were up-to-date with state regulations.
- Organized and hosted the annual Foster Parent Appreciation Banquet.

CERTIFICATIONS/INTERESTS

- PTO Board Member at State College School District's Grays Woods Elementary School
- Girl Scout Troop Leader in State College.
- Team Captain for the Penn State EPIS Relay for Life of Happy Valley (2016-2017).
- Accredited as a Positive Parenting Program (Triple P) Practitioner for Level 4 Standard Teen.
- Proficient in Zoom, Adobe Connect, Qualtrics and MS Office including Word, Excel and PowerPoint.