

JON WATTS

PROFESSIONAL SUMMARY

Jon has over 30 years experience in the field of education, training, and individual development. He has a Master's degree in Management and a Bachelor's degree in Occupational Education. Jon has developed curriculum for the educational development of thousands of individuals. He led 22 training managers and 4 instructors, supporting 2,877 individuals for a \$133 million payroll. He's planned, developed, monitored and evaluated education, training and professional development activities for over 700 hospital personnel. He has been a life coach and educator for severely emotionally disturbed clients to promote independent living. Jon has provided individual and group counseling. Jon has developed internal controls, quality assurance, and administrative procedures in many settings. He has performed as an Air Force Inspector General member in numerous compliance audits. Trusted as a fiscal manager; Jon has gained maximum value from multi-million dollar budgets. Jon is a life long learner and has studied an array of subjects including Applied Behavioral Analysis and social-relational motivation.

RELEVANT DUTIES, SKILLS, AND EXPERIENCE

Jon Watts is the Program Administrator for My Horizon, LLC. Jon will oversee all functions of My Horizon including intake and assessment of new participants, interviewing and hiring new employees, directing the implementation of policies and procedures, guiding organizational goals and financial decisions, while ensuring compliance with all local, state and federal regulations through a rigorous audit process.

CREDENTIALS

Certified by the State of Alaska as Community Based Waiver Program Administrator
Instructor, Basic Life Support and First Aid, American Heart Association.
Instructor, Occupational Safety and Health programs
Instructor, Safety in Motion

EDUCATION

2005 Master of Arts Degree, Management/Human Resources, Wayland Baptist University
2004, Bachelor's Degree, Occupational Education/Management, Wayland Baptist University
1991, Associate's Degree, General Studies, University of Maryland
1991, Associate's Degree, Educational and Instructional Technology, CCAF
1991, Associate's Degree, Security Administration, Community College of the Air Force
1980, High School Diploma, Troy High School, Troy, New York