

Jeremiah Grafsgaard

About

I am a professional communicator, who is an adaptable, motivated, strategic, creative, critical thinker and idea-generator, focused on project completion.

I am a team leader, whose leadership philosophy is to democratically work side-by-side with team members, build strong team identity and promote group members as decision makers.

I have long-term holistic vision and work to see end-goals to fruition.

Education

Professional Communication – Honors
Bachelor of Arts, Media Literacy Minor - 2016
Metropolitan State University

Liberal Arts and Science
Associate of Arts - 2013
Minnesota State Community & Technical College

Experience

Channel Programs Communications Specialist
Blue Cross and Blue Shield of Minnesota - 2016 to present

Communications Systems Specialist
Army National Guard (MN) – 2006 to 2012

Skills

- Oral and written communication
- Public speaking & workshops
- Strong presence and rapport
- Eye for design
- Team leadership
- Training and instructional design
- Educating and facilitation
- Conflict resolution
- Social media proficiency
 - YouTube
 - WordPress
 - LinkedIn
 - Twitter
 - Many others
- Content writing, proofing and editing
- Technology platform development
 - Websites (including blogs)
 - PowerApps
 - Emergent technologies
- Mass emailing systems
- Data & analytics
- Budget management in excess of \$580,000.00

Interests

- Aquariums and fish breeding
- Cacti, exotic plants and outdoor gardening
 - Propagation
- Taxonomy
- Scuba diving
- Earth environments, eco-systems and outer space
- Reading, web-design and communication
- Languages & linguistics
- Art
 - Painting, drawing and building things out of wood

Contact

jergrafs@gmail.com



Top Five Strengths*

1. Strategic
2. Ideation
3. Input
4. Command
5. Intellection

*Top Five Strengths are from Gallup's Clifton Strengths Finder 2.0

Jeremiah Grafsgaard

jergrafs@gmail.com

Summary

- Over 9 years of experience working with communications technology
- Over 3 years of experience working in health insurance industry
- Highly computer literate with proficiencies in social media platforms, Microsoft and Apple software suites, Adobe, SharePoint, Salesforce, Pardot, Emma, WordPress, HTML and CSS
- Effective independently and in groups, while developing mutually beneficial relationships
- Exceptional interpersonal, presentation, negotiation, mediation and digital communication skills
- Focused on innovation, user experience and design while solving for organizational needs

Experience

Channel Programs Communications Specialist

Blue Cross and Blue Shield of Minnesota - June 2016 to Present - in various roles

- Developed, implemented, and maintained sales agent website
- Sent mass emails using Salesforce's Pardot
- Developed, edited and published digital media content/messaging
- Consulted on development and audience analysis for digital media and written content
- Managed projects utilizing research and analytics
- Dual functioning in communications and technical processes
- Wrote and edited process documentation and training materials
- Conducted training and managed direct report's work assignments
- Analyzed, coordinated, and implemented process improvements
- Maintained successful relationships with business partners, agents and vendors
- Monitored compliance with agreements, policies and legislative regulations

Communications Systems Specialist

Minnesota Army National Guard - 2006 to 2012 - Honorably Discharged

- Installed, maintained and provided support for digital communications technologies
- Deployed to Al Basra, Iraq - February 2009 to February 2010
- Exhibited adaptability and flexibility in high-risk, unpredictable and time sensitive environments
- Adhered to secret level security clearance protocols

Education

Professional Communication, Bachelor of Arts, Media Literacy minor

Metropolitan State University, Saint Paul, Minnesota - 2016

- Magna Cum Laude
- Student Senator
- Published in 'Haute Dish' literary magazine

Liberal Arts and Science, Associate of Arts

Minnesota State Community and Technical College, Moorhead, Minnesota - 2013

- President of Student Government
- Member of LGBTQA Alliance