

JEREMY A. BOUMA

3322 Hillcrest Road; Hudsonville, Michigan 49426 • (571) 344-4831 • contact@jeremybouma.net

SKILLS

Strong communication, leadership, administrative, teaching and interpersonal skills; capable teacher and mentor; gifted with vision-casting and strategic development abilities; excel in planning, developing and organizing programs; solid computer skills in Windows XP and Mac OS X, Microsoft Office, Photoshop CS3, InDesign CS3, Illustrator CS3, FinalCut Express HD, Coda web design software and WordPress 2.5.

SPECIALTIES

Ministry: teaching, discipleship, systematic and biblical theology, greek and hebrew exegesis, small groups and curriculum, community outreach, ministry training, church strategy, emerging church and postmodern ministry. *Non-ministry:* ethics, politics, modern thought, postmodern thought, capitol hill & government, program coordination, event planning, organizational leadership, graphic illustration and design, web layout and design.

PROFESSIONAL EXPERIENCE

Fellowship Covenant Church

Pastoral Intern

Hudsonville, MI

April 2008–Present

Currently help provide strategic vision and direction for the re-launch of the church. Prepare and present challenging, relevant and biblically sound Sunday messages for our gathering. Write and facilitate adult Sunday school small group lessons. Coordinate and lead an alternative worship band for the Sunday worship gathering. Actively mentor young adults in our community by motivating and equipping them to follow Jesus Christ.

Kelly Services

Contractor

Grand Rapids, MI

Dec. 2006–January 2008

Provided professional administrative support for Senior Vice President of Fortune 500 financial services organization and an Associate Vice President of a leading Michigan health plan provider. Processed financial data using the utmost detail, provided excellent customer service, and used research and writing skills for escalated high-level client issues for a major national payment-processing center. Creatively wrote and edited crucial course descriptions for cutting-edge continuing education company.

Center for Christian Statesmanship

Capitol Hill Liaison

Washington, D.C.

Oct. 2003–Jul. 2006

Intentionally built an extensive network of relationships with a diverse group congressional staffers and interns to further organizational goals. Coordinated outreach efforts on through weekly office visits and intentional networking. Planned and organized several motivational events for congressional staffers and interns featuring U.S. Members of Congress, a British Parliamentarian and a Rwandan leader as speakers. Actively equipped, counseled, and motivated staffers and interns through two weekly relevant studies, training and mentoring eighteen men weekly. Developed and administered two training programs designed to involve staffers in outreach efforts. Creatively produced and designed advertisements to bring awareness of and participation in events & studies. Intuitively wrote and taught six group studies to help staffers explore the intersection of their faith and work.

Statesmanship Institute Coordinator

Oct. 2003–Feb. 2006

Responsible for organizing yearlong weekly lecture series as a Program Coordinator. Assisted in developing program objectives and academic courses. Managed and allocated a \$32,000 budget toward speaker and event costs. Produced audio compact discs of each lecture for use in recruitment and education.

The United States Senate, Senator Mike DeWine

Staff Assistant

Washington, D.C.

Sept. 2002–Oct. 2003

Represented the Senator in a positive and articulate manner by interacting with constituents and other guests in person and over the phone. Assisted the legislative staff through writing floor speeches, conducting policy research, and responding to constituent letters. Initiated and designed a constituent concerns database to more efficiently provide the legislative staff and Senator with daily feedback on the issues most discussed by Ohio constituents.

EDUCATION

Grand Rapids Theological Seminary

Master of Divinity, cum laude; Pastoral Ministries and Church Planting

Grand Rapids, MI
Current Student

Cedarville University

Bachelor of Arts, Political Science

Minors in Psychology, Organizational Communication and Bible

Cedarville, OH
June 2002

PROFESSIONAL AFFILIATIONS

Evangelical Theological Society

Member

Since 2008

Society for Biblical Literature

Member

Since 2008