

JASMIN ARIEL SINGLETARY

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PROFILE SUMMARY

Dynamic, multifaceted, and multilingual professional with 11+ years of cross-industry experience in business development, education, digital content creation, event facilitation, and community advocacy. Skilled in crafting compelling narratives that resonate across cultures, developing innovative programs, and leading transformative workshops across both in-person and distributed digital environments. Driven by a passion to promote social justice, personal growth, and community connection. Seeking challenging, values-aligned opportunities to leverage and extend current expertise.

EDUCATION

Master of Arts in African & African Diaspora Studies - December 2018

Florida International University | Miami, FL

- GPA: 3.7

Bachelor of Arts in Sociology - December 2016

Florida International University | Miami, FL

- Undergraduate Certificate in Global Black Studies (concurrent with BA)
- *Summa Cum Laude* | GPA: 4.0

Associate in Arts Degree - May 2015

Eastern Florida State College | Cocoa, FL

- GPA: 3.8

PROFESSIONAL EXPERIENCE

Traditional & Contract Employment

Academic Coach

Treasure Coast Girls Coalition | Sebastian, FL
November 2025 – February 2026

- Provided personalized academic mentorship and intervention to participants across the 4th through 12th-grade spectrum, delivering high-quality homework assistance and targeted subject support.
- Managed and monitored student academic progress weekly, documenting grades and implementing proactive support strategies in collaboration with parents/guardians to ensure accountability and growth.
- Conceptualized and developed foundational program documents ("Mining Your Mind Garden" Self-Acceptance Workshop) to standardize social-emotional learning (SEL) curriculum and ensure programmatic consistency.
- Cultivated a supportive and trauma-informed learning environment for participants, utilizing principles of Adult Mental Health First Aid for effective group engagement and conflict resolution.
- Designed and led engaging, mission-aligned enrichment activities and workshops focused on topics of self-advocacy, identity, and personal growth.

ESL Tutor (Remote)

Cambly, Inc.
August 2022 – Present

- Provide individualized feedback and support, helping students identify and address their learning needs while increasing their comfort and confidence in developing language skills.
- Maintain friendly, engaging, and orderly learning environments; lead personalized 1-to-1 tutoring sessions.

Preply, Inc.
December 2023 – July 2024

- Facilitated online instruction for 250 English language learners from 36 countries in one year, successfully adapting lessons to meet diverse cultural and linguistic needs.

Summer Art Group Leader

Coconut Grove Cares, Inc. | Miami, FL
July – August 2022

- Designed and led arts-based curricula for elementary and middle school youth groups, fostering creativity and engagement.
- Facilitated restorative talking circles for youth in conflict, promoting understanding, and conflict resolution.
- Developed administrative resources, including staff and volunteer guidebooks, and provided ongoing support to the program director with various administrative tasks.

Restorative Justice Community Conferencing Facilitator (2021-2022) / Teaching Artist (2018-2021)

S.O.U.L Sisters Leadership Collective | Miami, FL
October 2018 – February 2022

- Created culturally affirming, arts-based curricula for youth diversion programs, aiming to redirect young people from the criminal justice system.
- Led restorative justice conferences and workshops, fostering dialogue, and implementing conflict resolution strategies within the community.
- Facilitated in-person and virtual programming for girls, femme-identified individuals, transgender and gender nonconforming (TGNC) youth (ages 14-24), using art and creative expression to teach social justice, leadership, and self-healing practices.

Gender Justice Research Fellow

Black Alliance for Just Immigration | Miami, FL
September – December 2019

- Collected, compiled, and analyzed qualitative data through interviews and transcription.
- Presented key findings to the organizational staff.
- Contributed to a published case study on the wellness needs and care practices of Black immigrant women, and non-binary people.

Care Coordinator & Academic Youth Coach

First Star Academy of Miami University | Miami, FL
July 2017 – August 2018

- Introduced and facilitated restorative justice circles, supervised youth during daily activities, and provided academic support for youth impacted by foster care, aimed at preparing them for higher education.
- Coordinated case manager visits and therapy sessions, fostering positive relationships with Academy staff, caregivers, and social workers.
- Designed and led life skills workshops and team-building activities, modeling positive behavior and encouraging personal growth and responsibility.

Academic Intern/Mentor

Florida International University | Miami, FL
May 2017 – April 2018

- Created, facilitated, and led curriculum workshops as part of a mentorship program.
- Aided in the development and execution of an oral history project with student mentees.
- Contributed to the development of a cultural exhibit to be presented in a museum (the Historic Hampton House).

Program Assistant

The Boys & Girls Club of Central Florida | Temple Terrace, FL
April 2014 – May 2015

- Led youth development programs and supervised recreational activities, fostering social skills and positive behavior among diverse groups of children.
- Implemented structured after-school initiatives, including "Poetry Club" and "Step Club," to enhance student engagement and academic performance through targeted mentoring and artistic expression.

Leasing Consultant

- Performed various administrative tasks to facilitate the efficient functioning of a rental office.

Lake Terrace Apartments LLC | New Orleans, LA
September 2012 – November 2013

- Consistently broke leasing records: recruited the highest number of new residents during the entire duration of employment and contributed to high quarterly occupancy percentage rates.

Administrative Aide/Technician

New Orleans Speech & Hearing Center |
New Orleans, LA
September 2011 – August 2012

- Administered vision, hearing, speech, and language screenings to elementary-aged children, meticulously recording, distributing, and reporting results to parents, school administrators, and medical staff.
- Performed numerous administrative and clerical tasks, including basic receptionist duties, to ensure efficient office functioning.
- Aided speech-language clinicians/therapists with various tasks, including specialized tutoring programs (Language to Literacy).

Independent & Creative Professional Ventures (Self-Employment)

Founder & Lead Coach/Consultant | Peace Power Pleasure (P3)

September 2023 – Present

- Offer virtual and in-person coaching, consulting, and mentoring support for clients seeking personal growth and development.
- Create and facilitate a variety of curriculum and programming for personal coaching, event production, and healing workshops.
- Craft, promote, and sell a variety of digital products via e-commerce (e.g., e-courses, e-books, empowerment merchandise).
- Oversee business strategy, financial planning, and day-to-day operations for this brand.

Freelance Personal Assistant | Jasmin Ariel

June 2022 – Present

- Offer virtual and in-person administrative, organizational, and personal life support for clients operating as small business owners, delivering customized solutions to enhance their digital presence and operations.
- Assist clients with a wide range of needs, including research, daily activities, material creation, travel planning, and communication facilitation.
- Manage complex schedules, coordinate meetings, and handle confidential documents, ensuring exceptional organizational standards and discretion.
- Provided direct executive support for an individual startup company, facilitating the development of its programming as well as implementing and managing storage space processing tools and filing systems.

Digital Communications Manager (Freelance)

July – December 2024

- Created and managed digital content to support a neighborhood awareness campaign for a nonprofit organization.
- Reviewed, edited, and maintained online communications.
- Collaborated with neighborhood residents to provide multilingual translations (Spanish and Korean) on the community website.

Founder & Creative Director | Empressive Expressions LLC

March 2018 – September 2023

- Conceived and executed marketing strategies and curated content to establish strong brand identity, initially showcasing poetic art and spoken word performances.
- Oversaw business strategy, financial planning, and day-to-day operations for the LLC, achieving profitability within the first year.
- Designed and produced diverse digital and physical products, including poetic-inspired apparel and handcrafted items, handling everything from concept to delivery.
- Curated, coordinated, and maintained operations of a local event for nearly a year, providing quality live art, entertainment, and cultural programming for community members.

Spoken Word Artist & Performer
(performing as 'Jaiye Empress')

September 2011 – July 2023

- Expanded service offerings to include personal coaching, providing self-development digital products and individualized mentorship.
- Captivated diverse audiences through dynamic spoken word poetry performances at festivals, academic conferences, and cultural events across 3 U.S. states (Florida, Louisiana, Kansas) and Mexico.
- Awarded for artistic talent, including recognition at the EFSC Soul Festival, demonstrating impactful stage presence and creative expression.
- Engaged in various artistic collaborations, contributing to cultural programming and community events through live performance.

Author | *Wild Yoni Flower: A Self-Love Journey*
Published 2021

- Self-published debut collection of poetry exploring themes of self-love and personal transformation.
- Managed full publishing process from manuscript to distribution.

Program Facilitator (Freelance)

August 2020 – October 2021

- Organized and conducted virtual workshops on art, advocacy, community wellness, and self-care for grassroots organizations.
- Led wellness activities, including meditation and mindfulness, to promote well-being, clarity, and balance.
- Curated and sustained 10+ online events, providing a safe, affirming space for Black LGBTQ+ community members to connect and thrive.

Event Curator, Hostess & Resident Artist

Manifest Mondays: An Artistic Affair |
Miami, FL

February – November 2019

- Founded and curated an innovative event series, successfully hosting and leading diverse artistic talent.
- Cultivated a sacred, revenue-generating artistic community space for over nine months, actively supporting Black women entrepreneurship.
- Managed comprehensive event logistics, including coordinating cultural performances, entertainment, and creating many program flyers while later overseeing external design.
- Personally funded the initiative until it became self-sustaining through ticket and vendor fees, ensuring equitable compensation for artists and particularly Black and Queer individuals.

CRA Lounge Event Host

Uptown Avenue 7 Arts & Culture Fest |
Miami, FL

November 2019

- Facilitated engaging discussions about the South Florida art community, addressing its challenges, concerns, and celebrations, while providing quality live art, entertainment, and cultural programming.

Mistress of Ceremonies

Trinidad & Tobago 52nd Anniversary of
Independence Celebration | Palm Bay, FL

August 2014

- Expertly hosted and guided the flow of a notable cultural celebration, engaging the audience and ensuring a seamless event experience.

SKILLS

● **Creativity & Content Creation:**

- **Strategic Communications:** Crafting compelling narratives, copywriting, digital content creation, graphic design, and web design.
- **Educational Design:** Curriculum development, workshop facilitation, and poetic expression.

- **Artisan Craft & Product Curation:** Design and hand-assembly of high-end jewelry (beading) and natural apothecary products; managing small-batch production and creative direction.
 - **Visual Arts:** Amateur painting and photography.
- **Communication & Interpersonal:** Exemplary written & oral communication, conflict resolution (trained Restorative Justice circle keeper), compassionate leadership, trauma-informed practices, empathy, emotional intelligence, storytelling, community building, event facilitation.
- **Research & Analysis:** Qualitative data collection & analysis (interviews, transcription), presenting key findings, academic research, literary exploration.
- **Project & Program Management:** Program development & implementation, strategic planning, business strategy, financial planning, daily operations oversight, client management, talent management, calendar management, travel planning, resource development.
- **Technical Proficiency:** G Suite (Calendar, Gmail, Drive, Docs, Sheets, Slides, Jamboard), Microsoft Office Suite (OneNote, Word, Outlook, PowerPoint, Excel), Email, WordPress CMS, SEO, Canva, IM Services (WhatsApp, Signal, Slack, Telegram, Discord), Social Media Platforms (Facebook, Instagram, YouTube, Twitter), Project Management Tools (Asana, Miro, MilaNote, X-tiles), Zoom, Dropbox, Skype, Weebly, Wix.
- **Professional Acumen:** Adaptability, critical thinking, time management, organization.
- **Work Modality:** Remote work proficiency.
- **Global Perspective:** International travel (13+ countries).
- **Languages:**
 - **English:** Native
 - **Spanish:** Professional Working Proficiency (B2)
 - **Portuguese:** Conversational (A2)
 - **Swahili:** Elementary (A2)
 - **Additional Studies:** French, German, Arabic, Indonesian, Haitian Creole, Chinese, Yoruba, Zulu

CERTIFICATIONS & SPECIAL TRAINING

- **Adult and Pediatric First Aid/CPR/AED** | American Red Cross, Vero Beach, FL - 2025 (Expires Dec 2027)
- **Adult Mental Health First Aid** | National Council for Mental Wellbeing, Vero Beach, FL - 2025
- **120-Hour TESOL Certificate** | International Open Academy (Online) - 2023
- **HEAL2Action 2.0 Survivor Organizing Academy** | (Online) - 2022
- **Search Inside Yourself Mindfulness Program** | SIYLI (Online) - 2020
- **Certificate of Appreciation - Co-organizer & Host** | 8:46 Justice March & Black Empowerment Rally, Miami, FL - 2020
- **Certificate of Completion** - The Miami Bayside Foundation's Small Business Training Workshop | Miami, FL - 2019
- **Certificate of Appreciation - Guest Speaker** | The Miami Community Youth Leadership Forum, Miami, FL - 2018
- **Restorative Justice Circle Keeper Training** | Miami, FL - 2017
- **Trauma Training for Child Welfare Professionals** | Miami, FL - 2017

AWARDS & RECOGNITION

- Battle of the Arts Golden Mic Trophy - Love Jones Open Mic Performance | Sunrise, FL - March 2020
- First Place Spoken Word Award - Brevard's Got Talent Competition | Melbourne, FL - January 2017
- First Place Prize Winner, "Pass the Mic Spoken Word Challenge" | Eastern Florida State College - February 2015
- Certificate of Poetic Eloquence and First Place Achievement Award, "Third Annual Cocoa Campus Poetry Aloud Competition" | Eastern Florida State College - April 2014
- First Place Short Story Prose Winner | Eastern Florida State College - April 2014
- Third Place Winner, "EFSC's Got Talent Competition" | Eastern Florida State College - February 2014
- College Campus Black History Essay Contest Winner, "Civil Rights in America" | Eastern Florida State College - February 2014

VOLUNTEERING

Community Organizer

8:46 Justice March & Black Empowerment Rally | Miami, FL
June 2020

- Collaborated with community members to initiate a community protest march.
- Created and led affirmation/call to action chants.
- Participated as a featured program speaker, delivering a spoken word arts performance.

Circle-keeper & Space Facilitator

Virtual Circle Zoom Call & Pridelines
Nonprofit Organization | Miami, FL
June 2020 (Virtual) & November 2017 – May 2018 (Pridelines)

- Facilitated community conflict circles to mediate healthier dialogue and foster safe, brave spaces that strengthened community solidarity.

Community Leader

Sister Queen Tribe Circle | Miami, FL
February – June 2017

- Curated safe, intimate healing spaces for professional Black women to gather and socialize.

Community Workshop Facilitator

Fanm Saj Workshop & My Urban Camp
Experience | Miami, FL
November 2019 & October 2019

- Designed and led impactful community workshops, facilitating discussions on Black women's self-care, mental health, and wellness, and creating engaging educational activities for youth aged 6-18.

Volunteer Reader

Delta Sigma Theta Sorority, Inc. National
African American Read In | Melbourne, FL
February 2015

- Engaged elementary-aged students identified as reading below grade level, inspiring a greater love for reading and enhancing literacy skills.

Radio Intern

Steel Pan Vibes Radio Program | Cocoa, FL
June 2014 – March 2015

- Gained comprehensive experience in radio show operations, providing on-air assistance for advertisement spots and conducting live interviews.