

Jeremy Lyerla

Visionary | Strategic | Collaborative

Profile

Dynamic and strategic Director of Operations with over 25 years of comprehensive experience in leadership roles across diverse environments. Proven track record in managing large-scale operations, optimizing organizational efficiency, and fostering growth through innovative problem-solving and strategic planning. Adept at leading multi-functional teams, overseeing financial management, and implementing impactful programs. Known for a proactive, resilient approach and exceptional ability to drive continuous improvement and achieve long-term goals.

Experience

- Managed a \$2.6 million budget across three locations, ensuring financial stability and driving growth.
- Directed HR, IT, and Facilities departments, optimizing operations and reducing costs.
- Conducted audits to maintain 100% compliance and boost operational efficiency.
- Improved departmental productivity through effective daily operations management and process enhancements.
- Developed and launched programs that increased engagement and participation.
- Coordinated outreach projects, strengthening community partnerships and international collaborations.
- Provided support and guidance through leadership development and team-building efforts.
- Collaborated with senior leaders to align activities with organizational goals and objectives.
- Led expansion initiatives, resulting in growth across multiple locations.
- Managed multi-site operations, ensuring cohesive administration and operational success.
- Delivered presentations and training sessions, consistently receiving positive feedback.
- Oversaw community engagement programs, fostering strong local relationships and support.
- Engaged in cross-cultural initiatives, building and maintaining international partnerships.
- Supported leadership development and community-focused projects to drive long-term success.
- Contributed to the planning and design of a new middle school in collaboration with Capital Projects and Architectural Firm.
- Assisted in community meetings to shape the school's vision, mission, culture, and identity.
- Played a key role in hiring staff and documenting best practices from regional educational institutions.
- Collaborated with district leadership to ensure the successful implementation of strategic goals.

Director of Administration

2022-Present

Non-Profit Founder & Senior Director

2006-2017

Cross Cultural Worker: Russia | Albania

2000-2005

Middle School Planning Team – Head Custodian

2017-2021

Core Competencies

- Strategic Planning & Execution
- Financial Management & Budgeting
- Operational Optimization
- Team Leadership & Development
- Organizational Change Management
- Project Management
- Risk Management & Compliance
- Effective Communication
- Community & Stakeholder Engagement

Volunteer

- **Civil Air Patrol**, Senior Member Finance Committee

Contact

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Education

- **DBA. 2026**
South College, pursuing
- **M.S. LEADERSHIP & MANAGEMENT**
Western Governors University
- **B.S BUSINESS MANAGEMENT**
Western Governors University
- **Diploma of Divinity**

Personality: INTJ-A

Strategic and visionary leader with a pioneering spirit, known for independent decision-making and an insatiable desire for knowledge. Exhibits a high level of confidence, resilience under stress, and a proactive approach to life and work. Adept at deep, meaningful conversations, innovative problem-solving, and effective collaboration. Possesses a strategic mindset with a focus on long-term goals and continuous improvement. Demonstrates strong organizational skills, clear communication, and a commitment to achieving objectives with clarity and precision.

Clifton Strengths

- Intellection
- Learner
- Input
- Connectedness
- Relator

Certificates

- Supervisory Role in Facilities Management, IFMA
- Science of People School
- Science of Wellbeing, Yale University
- Stage Academy, Vin G.
- Resilience Skills, Penn State
- Personal Trainer, DNA Coach, ISSA
- Level 1 Nutrition Coach, Precision Nutrition