JESSICA S. SWAFFORD

PROFESSIONAL EXPERIENCE
ESP Solutions Group, Inc.
Metadata Specialist (December 2010 – Current)

As ESP's metadata specialist, Mrs. Swafford is an intricate part of building out SEA's and LEA's enterprise data dictionaries and integrating statewide course coding structures based on national standards. These processes include identifying and documenting education agencies' collections, repositories, and reports; and within those components – identifying and documenting their code sets, periodicity, business rules, and any other available metadata using the documented collections, repositories, and reports to build out enterprise data dictionaries based around national standards for the education agency, and developing and integrating state-wide course coding structures to provide standard interstate, intrastate, and postsecondary connections for the education agency and its stakeholders. Using ESP's DataSpecs® tool, these components are mapped to national standards such as SIF, NCES, EDFacts, NEDM, CEDS, CDM, SCED, or to an existing SEA or LEA data dictionary or course coding structure. She serves as the DataSpecs® team lead and help contact for data inventory and course coding projects.

Mrs. Swafford is heavily involved in the development and training of the DataSpecs® tool. She generates specifications for new product enhancements, prioritizes features for new releases, tests, trains, demonstrates, and professionally uses the DataSpecs® application.

Recent Client Projects Involving Enterprise Data Dictionary Development:
- Iowa Department of Education – DataSpecs Lead, Analyst
- Oklahoma State Department of Education – DataSpecs Lead, Analyst
- The University of Tennessee Center for Business and Economic Research – DataSpecs Lead, Analyst
- Delaware Department of Education – DataSpecs Lead, Analyst
- Pennsylvania Department of Education – DataSpecs Lead, Analyst
- Montana Office of Public Instruction – DataSpecs Lead, Analyst
- Louisiana Department of Education - DataSpecs Lead, Analyst
- Missouri Department of Elementary and Secondary Education - DataSpecs Lead, Analyst
- Wyoming Department of Education – DataSpecs Lead, Analyst
- Idaho Department of Education – Team Lead, Analyst
- Maine Department of Education – Analyst
- NEDM (National Education Data Model); U.S.E.D. - Analyst

Recent Client Projects Involving Incorporation of Statewide Course Coding Structure:
- Alaska Department of Education and Early Development –Analyst
- Arizona Department of Education – Team Lead, Analyst
- Wyoming Department of Education –Analyst

EDUCATION
Bachelor of Science in Interdisciplinary Studies, EC-4 Generalist, December 2008 from Texas State University, San Marcos
Certifications:
- Generalist Grades EC-4 December 2008
- ESL Generalist Grades EC-4 April 2009

Experience with national standards including NCES Handbooks, CEDS, CDM, SIF, NEDM, EDEN/EDFacts, and SCED.

TECHNICAL PROFICIENCY
- Webinar/Virtual Meeting Hosting
- Microsoft Office
- Microsoft SQL Server
- SQL Server Reporting Services