

# MONICA S GRAVES

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**MASTER EDUCATOR | CONTENT DEVELOPER | RETREAT ARCHITECT | INSATIABLE SPIRIT NERD**

## QUALIFYING EXPERIENCE

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- 8 years content development – focus in mindfulness, consciousness-based health and wellness, positive lifestyle
- 8 years international self-development and spiritual education in 1:1, small group and large corporate conference settings
- 12 years detail-oriented, fast-paced office operations

## CAREER HISTORY

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### **FOUNDER | CHIEF DHARMA INSTIGATOR      May 2015 - Present**

#### **Soulbare Sacred Retreats + Lifestyle, San Diego, CA**

- Create unique, multi-dimensional retreat content and facilitate one-of-a-kind sacred adventure experiences in desirable international spiritual destinations
- Develop interesting, interactive workshop content for international teaching tours - **focus in Meditation, Ayurveda, Yoga, Discovery of Life Purpose, Ancient Mayan Wisdom, and Self-Development**
- Facilitate 1:1 + group Reiki attunements, including all training material and supporting product descriptions
- Create and maintain inspirational social media and web content
- **Destinations include** - Canada, Guatemala, Panama, Mexico, Belize, France, England and 15+ cities in the USA

### **PROGRAM MANAGER, WORKPLACE WELLBEING      January 2012 – May 2015**

#### **The Chopra Center for Well-Being, Carlsbad, CA**

- Host and Teach at large group retreats – Meditation Weekend, Perfect Health, Journey into Healing, etc
- Consult with clients to assess needs, understand desired outcomes and execute custom corporate wellness events
- Build relationships across all industries to educate on the importance and positive impact of corporate health and wellness strategic initiatives
- Develop and refine curriculum in all program offerings – incentive travel programs, executive retreats, team building, workshops, keynote presentations, a la carte lectures and online wellbeing programs

### **MANAGER, GUEST SERVICES AND RETAIL OPERATIONS      March 2009 – January 2012**

#### **The Chopra Center for Well-Being, Carlsbad, CA**

- Manage retail operations including merchandising, promotion initiatives, inventory control and ordering
- Strategize with Center Directors for continual improvement of in-house wellness programs + product offerings
- Facilitate staffing duties including scheduling, interviewing, hiring, performance reviews and product training

### **DIRECTOR OF PROGRAM MANAGEMENT      July 2006 – September 2008**

#### **PH&A, Incorporated, San Diego, CA**

- Act as a primary client liaison to directly manage contracts ranging from \$60,000 to \$100,000+
- Develop and efficiently maintain PERT charts for all client/company 15-month contract operations
- Facilitate weekly marketing and sales meetings with client Owner and top management staff
- Content Creation for all client materials including Corporate Capabilities Brochures, product shells, promotional postcard mailings and other supporting collateral
- Thoroughly edit copy and graphic materials, assist in execution as required, perform on-site printer press checks, and oversee final production and delivery of graphic materials
- Perform numerous administrative duties to include: company and client database maintenance, fulfillment, shipping, email, fax, filing, vendor relations, etc.

## EDUCATION

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**BACHELOR OF BUSINESS ADMINISTRATION**, May 2006, Cum Laude and Dean's List  
Dual Degree in Marketing (GPA: 3.7/4.0) and Management Sciences (GPA: 3.6/4.0)  
**Saint Bonaventure University**, St. Bonaventure, New York

## CORPORATE CLIENTS – PARTIAL LIST

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Chopra Center for Wellbeing  
La Costa Resort & Spa  
Kaiser Permanente  
Bank of America  
Freeman A/V  
Senior Planners Industry Network  
MPI – World Education Conference  
MPI Southern California  
SITE So Cal  
Saal Meeting Consulting

## HOST YOGA STUDIO PARTNERS

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Chopra Center for Wellbeing  
Zenergy Wellness Studio  
The Center SF  
Tosha Yoga  
Om Shala Yoga  
Shiva Shack Yogi Playground  
The Impression Center  
Studio 23  
Art of Yoga  
The Light in the Woods  
Dancing Dogs Yoga  
Studio ZhaZhee  
Paper Dress Yoga  
Solar Pools Yoga Shala  
La Paz Eco Hotel  
Maya Moon Lakeside Lodge  
Fusion Panama

## RETREAT HISTORY

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### RENEW YOU – WOMEN’S WELLBEING RETREAT

December 9, 2018  
Boca Chica, Panama

### WISDOM OF THE ELEMENTS

November 2-9, 2017  
Lake Atitlan, Guatemala

### THE BLOOMING WOMAN

May 19-20, 2017  
Chicago, IL

### WISDOM OF THE ELEMENTS

January 12-18, 2017  
Lake Atitlan, Guatemala

### THE ART OF INTENTION

December 2-3, 2016  
Toronto, CAN

### REVIVE WELLBEING IMMERSION 2016

November 12-13, 2016  
Fort Lauderdale, FL

### REVIVE WELLBEING IMMERSION 2015

November 14-15, 2015  
Chicago, IL