

Alexcia M. Plummer, JD

United States Citizen- able to relocate

Legal Professional | Management | International Tour Curator
Expertise in Contract Negotiation, Event Planning & Client Relations

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Summary of Profile

A multifaceted professional with a unique blend of expertise in law, music, and international event management. As a New York Bar-qualified lawyer with extensive experience in contract management, negotiation, and compliance, I bring a strategic and detail-oriented approach to events. With a rich background as a singer and music educator in the UAE and South Korea, I excel in fostering creativity and engaging diverse audiences. My international tour curation business further demonstrates my ability to create memorable experiences and manage complex logistics. Passionate about blending legal acumen, artistic talent, and event management skills to deliver exceptional and seamless events.

Events Manager & International Tour Curator | Luxe Immersive Travel | June 2022 - Present

- Orchestrated the growth of Luxe Immersive Travel into a thriving business entity, overseeing all aspects of bespoke travel curation, group tours, and client immigration and visa consulting, ensuring seamless international experiences for discerning travelers.
- Directed the strategic vision and operational execution, positioning the company as a leader in crafting bespoke travel experiences, with integrated immigration and visa support for destinations such as Dubai & Abu Dhabi, Ghana, and Kenya.
- Spearheaded the creation of tailor-made and group travel experiences, including immersive international music festivals celebrating the diaspora, while providing comprehensive immigration guidance to ensure smooth travel and legal compliance.
- Specialized in relocation tours to the UAE, offering end-to-end support from lifestyle and amenities overviews to visa application assistance, facilitating the smooth transition of clients relocating internationally.
- Conceptualized and executed high-end events across international destinations, ensuring meticulous attention to detail in logistics, immigration requirements, budget management, and vendor relationships to deliver seamless, compliant, and satisfying client experiences.
- Established and maintained a user-friendly website, showcasing curated travel experiences and providing accessible visa and immigration information, contributing to informed travel decisions and enhanced client trust.
- Implemented a comprehensive social media strategy, achieving a 550% increase in followers within one month, significantly boosting brand visibility and promoting Luxe Immersive Travel's unique combination of bespoke travel curation and immigration support services.

Senior Contracts Specialist | Purdue University | Oct 2018 - Present

Key Achievements

- Streamlined Contract Management:** developed and implemented standardized contract templates across departments, reducing processing time by 42%.
- Enhanced Contractual Advantage:** drafted, reviewed, and negotiated the following types of agreements to secure advantageous terms: Assignment Agreements, Basic Research Agreements, Collaborative Agreements, Consortium Agreements, Cooperative Research and Development Agreement, Human Data Transfer Agreements, Equipment Transfer Agreements, International Activity Agreements, Intellectual Property Management Plans, Master Agreements, Material Transfer Agreements, Memorandums of Understanding, Non-Disclosure Agreements, Services Agreements, Small Business Technology Transfer Agreements, Teaming Agreements, and Testing Agreements.
- Ensured Regulatory Compliance:** maintained meticulous records, ensuring 100% compliance with federal policies and regulations such as HIPAA and GDPR, Institutional Review Boards (IRB), and Export Controls.
- Cross-Functional Collaboration:** led meetings to interpret contract requirements and coordinated with stakeholders to finalize terms and mitigate risks.

Key Responsibilities

- Conducted technical requirement meetings and finalized terms for various agreements.
- Participated in negotiations with clients and suppliers, collaborating with legal counsel and finance teams.
- Coordinated insurance certificates issuance for projects, ensuring compliance with contractual requirements.

SINGER & COPYRIGHT AGENT

Jazz, Funk, Soul, R&B, Pop

- Freelance demo singer (Present)
- Solo performer at Kiza Restaurant, UAE (2023)
- Lead Singer in The Velocity District Band, USA (2017 - 2023)
- Lead Singer in Afro Nation Band, UAE (2016 - 2017)
- Lead Singer in 496 West Band, USA (2013 - 2016)

EDUCATION

Western Michigan University Thomas M. Cooley Law School

September 2014

Juris Doctorate | Intellectual Property & International Business

Loyola University New Orleans

May 2010

Bachelors | Music Industry Studies & Vocal Performance

CERTIFICATIONS

Bar Admission: Indiana, USA | Admitted: July 30, 2021

Universal Bar Exam: Passed New York | 2017 | Score: 266

Notary Public: Commission ends March 30, 2029

Career Highlights (Non-Exclusive)

- Common Law educated and practiced
- Negotiated with US Federal Agencies:
 - Department of: Air Force, Army, Defense, Energy, and Navy
 - NASA
 - USAID
- Negotiated with UAE entities:
 - Khalifa University
 - Dubai Electric and Water Authority
 - Private company - contract consulting and drafting
- Negotiated with Worldwide entities:
 - Amazon
 - Aramco
 - Eli Lilly and Company
- Curated Group tours in UAE and Ghana; Bespoke tour in Kenya

RELEVANT SKILLS

- Administrative Efficiency
- Adaptability and Flexibility
- Attention to Detail
- Client Relations
- Crisis Management
- Customer Service Excellence
- International Travel Coordination
- Legal Research and Writing
- Logistics Coordination
- Project Management
- Strong Communication Skills
- Time Management

COMMUNITY LEADERSHIP & INVOLVEMENT

- TIME Magazine, December 2006 - Person of the Year
- Owner-Creator & Curator, AMPsConnected Podcast (Artists networking platform)
- Hapkido - Black Belt (Received in South Korea)
- Younger Women's Task Force (Community Activist)
- After school volunteer (Reading, English, and career guidance)
- Guinness World Record Holder - Dubai 2023, Most Nationalities to Participate in HIIT Workout
- Founder of Lit Global Impact - provide educational, health, and travel resources to underserved children in Ghana

LANGUAGES

- English: Fluent (native)
- Arabic: Beginner
- Korean: Beginner (lived experience)

REFERENCES

Available upon request