

Resume 930

Professional Summary:

Educator and program manager in academic and community settings. Commitment to social equity and cultural pluralism. Thoughtful development and delivery of programs that respect professional standards set by accrediting agencies, value the strengths of learners, and use instructional innovation. Responsive to inter-departmental connections to strengthen organizational goals and program success. Proficient at watching trends, identifying resources, conducting research, managing technologies, and translating them into accurate materials and beneficial outcomes. Expertise in creating dynamic presentations. Ability to get things done and foster partnerships.

Qualifications:

Strategic Planning – Initiated both long- and short-term planning to formulate organizational and program goals connecting academic, professional, and community contexts. Astute at developing educational programs and events that are philosophically coherent and that promote a sense of pride. Respect for both social and natural histories. Strong organizational and project management skills. Assembled information including but not limited to: organizational goals, program goals, innovation, professional standards, accreditation requirements, client needs, participant feedback, theme development, appropriate use, competition, demographics, disparities, economic trends, best practices, time constraints, and financials. Contributions encompassed: K-12 and collegiate environments, United Way of Buffalo and Erie County, WNY Peace Center, Better Business Bureau of Buffalo, American Association of University Women of Cleveland, Erie County Commission on the Status of Women, Niagara Heritage Partnership, the City of Niagara Falls, several professional unions, Friends Committee on National Legislation (Buffalo lobbying group), and most recently a range of behavioral health agencies, substance abuse or chronic illness services, and healthcare providers.

Curriculum Development – Experienced in designing courses, syllabi, assignments, programs, exams, projects, teaching portfolios, orientations, learning systems, mentoring, and student deliverables. Supported University at Buffalo instructors (teaching assistants and faculty) adopt best instructional practices as a graduate student. Employed in-person lecture and online/virtual delivery styles integrating various multimedia formats and materials. Welcomed student evaluations, course surveys, peer observations, and class audits. Excelled in classroom management by building rapport, empathizing with student and peer situations, positivity, establishing clear expectations, behavior modification, along with movement and noise levels. Directly supervised educators in early training periods and in advanced professional development. Partnered with colleagues for reviews of programs and exploring new initiatives. Independently and collaboratively composed, edited, and published.

Presentations – Expertise incorporates presentation and conference exhibitions for up to one hundred people. Attendees comprised Board of Directors, senior management, students, colleagues, donors, and community groups. Directed curriculum review committees to meet certification deadlines. Topics have covered a wide spectrum: creative teaching methods and strategies, philosophies of education, cultural diversity, social inclusion, sciences, program design and implementation practices, school reform, educational policy analytics, community development, and empirical methodologies. Writing skills utilize a research base combined with creativity and sincerity so that abstract or theoretical frameworks can inform local practices. Managed all aspects of meeting and event planning.

Research – Demonstrated efficient research, analysis, and writing through meticulous report completion. Expert in defining conceptual aspects, thorough implementation of research processes, and synthesis of ideas. Experience on Institutional Review Boards (IRB) for evaluating the proposed treatment of human subjects in peer-led projects. Designed qualitative and quantitative projects utilizing both library and investigative methods; taught coursework about the same. Involved in projects involving theoretical, philosophical, participatory, abstract concepts, and applied research. Leveraged these skills in combination with critical thinking, problem solving, ethical standards, appropriate dissemination, and well-defined translation into improved performance.

Quality Assurance – Success ensuring standards and accreditation in various states including New York, Ohio, and California. Contributions encompassed: curriculum review committees, program teams, technology use, Institutional Review Boards, and event planning groups. Competent in documenting protocol and usage, conducting needs assessments, monitoring compliance with policies, reaffirming core values and ethics, communicating answers, raising awareness, reporting data, safeguarding personal information in electronic records, and designing action plans. Editing incorporates verifying accuracy, adherence to professionalism, content, clarity, images & sound, flow, tense, punctuation, and navigation.

Time Management – Adept at prioritizing and scheduling tasks involving operations, employee and client requests, and general reporting to meet daily, weekly, and monthly objectives within fiscal constraints. As the need arises, adjusts calmly to emergency and non-routine situations to satisfy needs while fulfilling overall goals. Adapts well to new ideas and generates clarity in the process. Skilled in scheduling meetings, training, workshops, events, daily work priorities, travel, and staffing. As a care manager, I met with clients in community settings and had a caseload of 50+ people; office communication applications included HEALTHeLINK, Medent, NYS Health Commerce System, PSYCKES, and more. Proficient in all Microsoft Office applications.

Employment History:

CINQ CARE NY health home (Buffalo, New York) Senior Care Coordinator serving Medicaid clients.	2/2018 – 4/2025
Starpoint Central Schools; and Williamsville Central Schools Substitute Teacher & Aide for grades pre-K to 12.	9/2017 – 2/2018
Kalos Health (Niagara Falls, New York) Staff Development Coordinator for this Medicaid program.	2017
Orleans/Niagara Board of Cooperative Educational Services Lewiston-Porter Central Schools Substitute Teacher & Instructional Aide, supplying over 200 days these two school districts in Niagara County.	1/2015 – 3/2017 1/2015 – 3/2017
D'Youville University (Buffalo, New York) Assistant Professor of Teacher Education; provided teaching, research, and campus service in this full-time position.	2006 - 2014
San José State University (San José, California) Assistant Professor of Teacher Education; provided teaching, research, and campus service in this full-time position.	2000 - 2006
Cleveland State University (Cleveland, Ohio) Assistant Professor of Teacher Education; provided teaching, research, and campus service in this full-time position.	1997-2000

Education:

B.A., M.A. and Ph.D. from University at Buffalo, Buffalo, New York

Dissertation: "Bracing for Diversity: A Study of White, Professional Middle Class, Male and Female Student Identity in a U.S. Suburban Public High School." UMI number: 9634456.