



MIKKI H. HOOVEN  
MADISONVILLE, TENNESSEE 37354

[mhooven@gmail.com](mailto:mhooven@gmail.com)

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**OBJECTIVE:**

To utilize my experience acquired in the legal, veterinary and non-profit fields and my passion to help those without a voice to make a difference in our community.

**EMPLOYMENT HISTORY:**

Notchey Creek Veterinary Clinic, Madisonville, TN (March 2008 – July 2016): Veterinary Assistant with duties including front desk work, veterinary tech support, and basic animal care procedures.

Monroe County Board of Education, Madisonville, TN (August 2006 – March 2008): Substitute Teacher for Preschool through 8<sup>th</sup> grade.

Gallagher & Kennedy, P.A., Phoenix, AZ (July 1997 – July 1999 and August 2002 – November 2005): Legal Assistant supporting attorneys in various legal practices.

**VOLUNTEER HISTORY:**

Keep Monroe County Beautiful, Monroe County, TN (September 2016 to present) Executive Board Member and Secretary for this nonprofit organization involved in environmental education and community cleanup and beautification events. Also served as Interim Executive Director.

Ballplay-Tellico Ruritan Club, Tellico Plains, TN (December 2018 to present): Executive Board Member and Treasurer for this community service organization.

Notchey Creek Baptist Church, Madisonville, TN (November 2006 to present): Various roles including teaching, ministry support, social media management, and livestreaming.

**EDUCATION:**

Arizona State University, Tempe, AZ (1990-1992) Studied for a BA in Spanish, Pre-Law

Mohave High School, Bullhead City, AZ (1981-1985): Graduated in top 10% of class

**SKILLS:**

Proficient in Microsoft Office (Word, PowerPoint, Outlook), Canva, familiar with Photoshop, Excel, Adobe Acrobat. Skilled in managing social media profiles on Facebook, Instagram and X.

**PERSONAL STATEMENT:**

I hope to be considered for service as a Board member for Monroe County Friends of Animals, and I believe I would be a good fit for the role. My qualifications are:

- I have a lifelong passion for helping animals. I have loved animals for as long as I can remember. I've brought countless strays home (in childhood and adulthood), and adopted, fostered or rehomed them as needed. Since we moved to Monroe County in



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2005, we've had dogs, cats, chickens, goats and horses. We currently have two dogs and a cat of our own, plus two foster dogs that I brought home for "two weeks" in February 2024.

- I worked as a veterinary assistant from 2008-2016.
- I was a legal assistant from 1988-2005 (not continuously, but 15 years total).
- I have served on the Board of Directors of Keep Monroe County Beautiful since 2016, and as the Secretary of the organization for most of that time. I was also the Interim Executive Director for six weeks in 2023, when we were between directors.
- I have served on the Board of Directors, as Treasurer, for the Ballplay-Tellico Ruritan Club since 2018.
- I am fairly tech-savvy - I'm proficient in Word, Excel, Canva, and others. I manage the social media accounts for KMCB, my Ruritan club and Notchey Creek Baptist Church.
- I am fairly flexible with my time, as I am not currently employed. My time commitments are to the above non-profits; to my church, where I serve in various roles; and to the care of my older parents. I also take our pets to vet appointments on a fairly regular basis (all four dogs are 11 or older, so it's more than the usual annual/bi-annual commitment).

I hope I'll be considered for the position of Board member for MCFA. I would love to do more to help the animals of Monroe County, and utilize my experience, and my passion to help those without a voice, to make a difference in our community.