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## PROFILE SUMMARY

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Performance and result oriented educational specialist with years of successful experience in planning and implementing age-appropriate activities that teach fundamental academic, and promote physical, social, emotional, and intellectual growth of students. Expertise in delivering knowledgeable educational guidance, analyzing program trends, and developing curriculum and lesson plans for student progress. Recognized by peers, subordinates, and senior leadership for the tenacity and the ability to gracefully handle the dynamics of a challenging and rapidly changing educational environment.

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## SKILLS HIGHLIGHTS

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- ◆ Adept at designing and executing programs to ensure the inclusion of various educational, recreation and self-development programs, set in accordance to individual members' competencies.
- ◆ Experience in creating engaging lessons that develop students' critical thinking and problem-solving skills
- ◆ Ability to prioritize and manage multiple concurrent tasks with deadlines, and adept at fostering positive relationships with cross-functional groups.
- ◆ Proficient interpersonal communicator with the ability to communicate effectively with parent about the program, student progress, and the program calendar.

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## PROFESSIONAL TRAINING

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NOVA SOUTHEASTERN UNIVERSITY, Fort Lauderdale, FL

**Resident**, School of Instructional Technology and Education, Department of Education, 2004-2008

REGENT UNIVERSITY, Virginia Beach, VA

**Resident**, School of Educational Leadership and Special Education, 2013

Grand Canyon University, Phoenix, AZ

**Resident**, Graduate School of Psychology, 2019

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## EDUCATION

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Grand Canyon University, Phoenix, AZ

**Doctorate of Philosophy in Industrial and Organizational Psychology**, 2019

Regent University, Virginia Beach, VA

**Educational Specialist in Educational Leadership and Special Education**, June 2013

Nova Southeastern University, Fort Lauderdale, FL

**Doctorate of Education**, June 2008

University of Phoenix, Phoenix, AZ

**Master of Arts in Education**, June 2004

Strayer University, Richmond, VA

**Master of Science in Communications Technology**, June 2003

Central Michigan University, Mount Pleasant, MI

**Master of Science in Administration**, June 2000

Virginia Union University, Richmond, VA

**Bachelor of Science in Special Education**, June 1980

*Kappa Alpha Psi*

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## PROFESSIONAL EXPERIENCE

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**Exceptional Education Teacher**

**January 2016 - Present**

St. Joseph's Villa, Richmond, VA

- ◆ Collaborate with school administrators, parents, and teachers in designing and implementing individualized education plans for students.
- ◆ Assess students' abilities based on the results of state/district assessments and used data to track students' academic progress.
- ◆ Administer educational activities to students with special education or alternative education needs
- ◆ Manage classroom dynamics and behaviors, and provide immediate supervision of assigned assistants and counselors

as needed.

- ◆ Utilize creative teaching techniques, and systems approach within the psycho-educational model.

**Assistant Principal****August 2015 – January 2016**

ST. JOSEPH'S VILLA, Richmond, VA

- ◆ Provided professional expertise in the following aspect EMR-Educable Mentally Retarded, TMR-TRAINABLE Mentally Retarded, SP-Severely Profoundly, Autism, ED-Emotionally Disturb, LD-Learning Disabilities, ADHD-Attention Deficit Hyperactivity Disorder condition.
- ◆ Collaborated with school administrators, parents, and teachers in designing and implementing individualized education plans for students.
- ◆ Assessed students' abilities based on the results of state/district assessments and used data to track students' academic progress.
- ◆ Exceptionalities experienced-Autism, ED, LD,

**Exceptional Education Teacher****August 2014 – June 2015**

ST. JOSEPH'S VILLA, Richmond, VA

- ◆ Developed strong relationships with students and families through advisory, planning daily activities, tracking student progress, and generating action plans for struggling students.
- ◆ Created and implemented Individualized Education Plans and Behavioral Programs
- ◆ Provided comprehensive classroom instruction, and effectively used classroom and outdoor spaces to encourage socialization.
- ◆ Prepared periodic progress reports and established individual learning objectives.
- ◆ Exceptionalities experienced-Autism, ED, LD,

**Founder/CEO****October 2013 – Current**

CENTRAL VIRGINIA EDUCATIONAL RESOURCE PROGRAMS, Richmond, VA

- ◆ Identify and teach special education children fundamental math and reading skills to prepare them for the rigors of elementary school.
- ◆ Assist in the achievement of GED completion, adult career development, college preparatory, and driver's license preparation.
- ◆ Advocate services to individuals and families, facilitate support groups and individual counseling sessions, and increase awareness around social justice issues as well as provide emergency crises services.
- ◆ Organize behavior reform program targeting at risk youth, teaching life and work skills, and collaborate with social and government agencies.
- ◆ Assist individuals with career readiness skills to become productive members of the community
- ◆ Mentorship counseling providing one-one or group counseling, consultation services, referrals to community agencies and school services.

**Exceptional Education Teacher****August 2011 – June 2014**

RICHMOND PUBLIC SCHOOLS - Albert Hill Middle School, Richmond, VA

- ◆ Planned and implemented programs of study that meets the individual needs, interests and abilities of students.
- ◆ Created classroom environments that were conducive to learning and appropriate to the developmental level of the students.
- ◆ Prepared for classes assigned and showed written evidence of preparation in accordance with school guidance, state and federal guidelines.
- ◆ Guided the learning process towards achievement of curriculum goals, and established high expectations for academic success and classroom behavior.
- ◆ Identified special needs and integrated technology in the delivery of educational needs of students.
- ◆ Assessed the accomplishments of students on a regular basis and provides progress reports to supervisors and parents.
- ◆ Maintained accurate and complete records as required by law and RPS policy.

**Adjunct Professor****February 2010 – February 2012**

VIRGINIA UNION UNIVERSITY, Richmond, VA

- ◆ Responsible for instruction of undergraduate courses through the asynchronous and synchronous methods.
- ◆ Developed syllabus and overall course structure, and administered instructional models for student achievements.
- ◆ Evaluated student performance; provided guidance to achieve best outcomes.
- ◆ Assisted students with challenges within selected curriculum path.
- ◆ Provided additional support to interns, and other professionals within the department.

**Adjunct Professor****June 2009 – November 2010**

UNIVERSITY OF PHOENIX, Richmond, VA

- ◆ Devised innovative course testing and training materials that enhanced the learning environment.
- ◆ Developed innovative training tools such as real-world practice exercises that facilitated the learning environment.
- ◆ Created long short and long-term educational goals with each student and charted their educational and professional plans for continence growth.

**Careers/GED/Technology Teacher**

**August 1992 – June 2011**

RICHMOND PUBLIC SCHOOLS - Richmond Juvenile Detention Center, Richmond, VA

- ◆ Maintained a positive teaching and learning environment in which youth are guided and encouraged to develop and fulfill their academic potential.
- ◆ Integrated technology into the curriculum to develop student's word processing and research skills.
- ◆ Exerted leadership in working with school and staff.
- ◆ Assisted in the collection of data for appropriate intervention, and preparation of data for local, state and federal reports.

**PRIOR EXPERIENCE**

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**Special Education/Educable Mentally Retarded Teacher**

**August 1982 – June 1991**

HENRICO COUNTY PUBLIC SCHOOLS - Highland Springs High School, Henrico, VA

**Educable Mentally Retarded Teacher**

**August 1980 – June 1982**

NEW KENT COUNTY PUBLIC SCHOOLS - New Kent High School, New Kent, VA

**COURSES INSTRUCTED**

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- ◆ Business Information Systems
- ◆ System Analysis
- ◆ Design Programming C
- ◆ Computer Information Systems

**CONTINUING EDUCATION PRESENTATION**

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*"The Impact of Leadership and the Struggles of Life as a Youth"*

Guest Speaker at Department of Corrections - Hanover Juvenile Detention Center, The Smyth High School Program, Hanover, Virginia

Ed.D in Instructional Technology and Distance Education (ITDE)

Dissertation: Leadership and the Adoption of Instructional Technology in Schools

*"Utilizing Smart Board Technology in the Classroom: integrating curriculum standards of learning"* Guest Speaker at Day Reporting School Juvenile Justice System, Richmond Public Schools, Richmond, Virginia

*"Utilizing Smart Board Technology in the Classroom"*

Guest Speaker at Department of Education, Richmond, Virginia

*"How to Be Successful",* Americans for Prosperity

Presenter at Virginia Union University, Richmond, Virginia

*"School Choice and Education",* Americans for Prosperity

Presenter at Virginia Union University, Richmond, Virginia

**PUBLICATIONS**

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**Author** - *"Leadership and the Adoption of Instructional Technology in School"* (2008)  
<http://dissertation.com/book.php?method=ISBN&book=1599426749>

**Author** - *"Angel in the Ghetto"* (2017); to be released