

Executive Summary:

Extensive experience in teaching and educational research, program development and leadership training especially in the academic arena. Passionate about community outreach and underrepresented individuals. Record of fundraising and project management for academic causes. Exceptional interpersonal, motivational, and presentation skills. Analytical, articulate, and committed.

Core Competencies

Project Leadership	Fundraising	Community Improvement
Strategic Planning	Proposal Development	Client Relations
Recruitment & Retention	Advanced Computer	Technical Writing and Editing
Management	Applications (Mac and PC)	Teaching Experience

Education:

Ph. D in Higher Education, 2016- Jackson State University, Jackson, MS

M.A. in English, 1999 - University of Alabama in Huntsville, Huntsville, AL

Technical Writing Certification, 1999 - University of Alabama in Huntsville, AL

B.A. in English, Cum Laude, 1996 - Alabama A&M University, Normal, AL

English Graduate Studies, University of Alabama at Tuscaloosa, Tuscaloosa, AL

English Graduate Studies, University of Texas at Austin, TX

Professional Experience:

Alabama Cooperative Extension System, Alabama A&M University, Normal, AL 2014-Present

*Research and Urban Development Programming, New and Nontraditional Programs

*1890 Facilities Grant Survey Coordinator

Alabama A&M University, Normal, AL, 2000- Present

Instructor, Dept. of English and Foreign Languages

Instructor, Dept of Marketing and Management (Currently teaching Managerial Communication)

University of Alabama in Huntsville, Huntsville, AL, 2002

Adjunct Instructor, Dept. of English

Instructor, Calhoun Community College, Redstone Arsenal, AL, Spring 2000

Adjunct Instructor, Dept. of English

ACADEMIC/COMMUNITY EXPERIENCE

University Committees

SACSCOC University Leadership Team
SACSCOC Certification Compliance Cmte.,
College of Education, Humanities and Behavioral Sciences
Black Tie Scholarship Gala Marketing Cmte., Chair
Friends and Special Gifts Cmte.,
College of Education, Humanities and Behavioral Sciences
Miss Alabama A&M University Advisor

Department Committees

Sigma Tau Delta English Honor Society Advisor
Books and Coffee Cmte.
Recruitment and Retention Cmte.
Mattie D. Thomas Endowed Scholarship for English Majors, Chair

Professional Publications/Presentations/Grants:

Co-Author, Healthy Lifestyles Nutrition Program Grant, AAMU-CDC, 2013
Presenter, Alabama A&M University Books and Coffee Series, "What Matters? Are We What We See?," 2014
Presenter, Alabama A&M University Books and Coffee Series, *The Help* by Kathryn Stockett, 2011
Co-Editor, *Alabama A&M University Guide for College Writers*, 2008 ed.
Presenter, Alabama Cooperative Extension System Youth Leadership Conference, Alabama A&M University, 2001

Community/University Outreach:

First Missionary Baptist Church University Student Ministry
Volunteer, Alabama Cooperative Extension Program

Memberships:

Alabama Education Association/National Council of Teachers of English
National Association of African American Studies
Society of Technical Writers
Alabama A&M University Alumni Association
University of Alabama in Huntsville Alumni Association
Delta Sigma Theta Sorority, Inc.

Selected Honors:

Joint Faculty Development Fellowship, University of Alabama, 2002-2004
Alliance for Minority Participation Scholarship, University of Alabama in Huntsville, 1998-1999
Student Government President, Alabama A&M University, 1996
President's Citation to Student Government President, Alabama A&M University, 1996

References available upon request.