

PROFESSIONAL PROFILE

Instructional / Public Speaking:

- Work with 3000+ disabled students with their academic success using Assistive Technology.
- Work with instructors in and out of the lab/classroom to help curriculum implementation with students.
- Tutoring students individually and in groups to understand concepts and acquire skills.
- Gave community education presentations and provided workshops on sensitivity training.
- Empowered clients by teaching independent living skills to be a part of the greater community.
- Developed lesson plans for the museum's online classroom, incorporating their art collection.
- Assisted the Art Ark teacher with school tours and provided one-on-one instruction with K-12 students.

Computers / Assistive Technology:

- Provided a tech service to students and troubleshoot hardware/software problems
- Managed several computer labs in rotating shifts and assisted students with questions.
- Showed students/clients how to use assistive technology to improve their daily lives.
- Provide in-house tech support to staff and students by trouble-shooting OS based issues
- Advocated by proving accommodations to disabled students through assistive technology
- Instructed clients and students how to use computer software for communication needs

Coordinating / Organizational Management:

- Researched and assembled the material for workshops hosted by the Youth and Family program
- Recruit, interview, hire, schedule student aides for lab coverage, assistance with classes and office duties
- Student Personal Assistant by maintaining records and files on providing assistive services.
- Perform clerical duties and administrative support to the Student Personal Assistant
- Coordinate tutors/note takers to meet the student's needs in and out of the classroom

Peer Advising:

- Empowered students to enable themselves to use technology as a learning tool.
- Provide academic support and refer on-campus resources to students.
- Listen and consult clients on personal and professional matters.

EDUCATION

MA, Educational Technology – iMET	California State University, Sacramento CA	2010
BA, English – Creative Writing	California State University, Northridge CA	2003

WORK HISTORY

Instructional Assistant – ATC	American River College, Sacramento CA	2007 - Current
Instructional Assistant – Deaf Services	American River College, Sacramento CA	2005 - 2007
Outfitter / Sales Specialist	REI, Roseville CA	2005 - 2007
Client Advocate	NorCal Center on Deafness, North Highlands CA	2006 - 2007
Art Education Program Intern	Crocker Arts Museum, Sacramento CA	2005
Marketing Graphic Designer	Doctor Relations, Chatsworth CA	2003
Ad Editor & Tech Support	Canyon News, Hollywood CA	2003
Peer Writing Advisor – Tutor Center	CSU, Northridge, Northridge CA	2002 - 2003
Computer Consultant – RCR	CSU, Northridge, Northridge CA	2001 - 2003
Residential Advisor – ResLife	CSU, Northridge, Northridge CA	1999 - 2001

QUALIFICATIONS:

- Have over 15+ years of one-on-one tutoring and instructional assistance.
- Computer savvy, worked with Instructional, Assistive, Design, Image-Editing programs
- Fluent in American Sign Language and English.
- Able to work independently as well as in a team setting working towards the same goals.
- Have strong problem solving and analytical skills utilized in coordinating projects.