

EDUCATION

POST-MASTER CERTIFICATE IN EDUCATIONAL LEADERSHIP

Salisbury University
June 2020 - May 2021

MASTER OF ARTS IN TEACHING SPANISH CONCENTRATION

Salisbury University
Jan 2010 - May 2012

BACHELOR OF ARTS IN SPANISH AND INTERNATIONAL BUSINESS ADMINISTRATION

Towson University
Aug 2000 - May 2004

PROFESSIONAL ACTIVITIES

Academy for Leadership in
Education (Salisbury
University) (2020-2022)

2018 Wicomico High School
Teacher of the Year

Spanish National Honor
Society Advisor (2013-Current)

Soaring with Online Learning
Course (Salisbury University)
(2020)

EF Tours - led 3 international
trips with high school students
(2014 - current)

Curriculum Writer:
Build a Weebly Website (2013)
Spanish 1, 2, 3 (2020)

Salisbury University PDS
Mentor Teacher (2015-2019)

PROFESSIONAL EXPERIENCE

WICOMICO COUNTY BOARD OF EDUCATION

Aug 2009 - Current

COORDINATOR OF BLENDED VIRTUAL LEARNING

Jan 2021 - Current

- Create, sustain, evaluate, and enhance a high-quality blended virtual learning program to meet student needs in the nine counties on the Eastern Shore of Maryland
- Developed and analyzed metrics to make data-driven decisions.
- This position contracted by the Eastern Shore of Maryland Educational Consortium (ESMEC)

EDUCATOR - SPANISH / WORLD LANGUAGES

Aug 2009 - Dec 2020

- Spanish I/II/III/IV/V(AP) at Wicomico High School (2009 - 2020)
- Foreign Language Exploratory program at Salisbury Middle School (2009-14)
 - Introduce students to world languages including Latin, Spanish, French, and Sign Language

DEPARTMENT LEADER - WORLD LANGUAGES & SPECIALS

2016 - Dec 2020

- Collaborated with school leaders to update and implement the School Improvement Plan as a member of the Instructional Leadership Team (ILT)
- Developed long-term substitute plans ensuring instructional continuity during extended teacher absences
- Served as a liaison between teachers and administration
- Implemented monthly PLC (Professional Learning Community) meetings with the Specials and World Languages departments (21 direct reports)

DIGITAL COMMUNICATION COORDINATOR

July 2016 - Dec 2020

- Enhanced communication between the school, parents, and students by maintaining the Wicomico High School website and social media accounts
- Documented school events to share on the webpage and social media accounts

NEW TEACHER MENTOR FOR SPANISH TEACHERS

2019-2020

- Supported new teachers by assisting with classroom management strategies, planning engaging activities, and providing curriculum support

SENIOR CLASS SGA ADVISOR

2014 - 2021

- Coordinated and executed an annual Senior Class Bingo Fundraiser, Grand March, and Prom
- Created and managed an annual budget for all Senior Class events
- Serve on the Graduation Planning Committee

SKILLS

Leadership

Teaching & Training

Project Management

Website Development

Social Media Marketing

Graphic Design

Spanish (Advanced)

Organization

Creativity

PROGRAMS

Google Workspace

MS Word, PowerPoint, Excel

Zoom

Canvas

Adobe Photoshop

Adobe Illustrator

Weebly

PROFESSIONAL EXPERIENCE

WICOMICO COUNTY BOARD OF EDUCATION

Aug 2009 - Current

CURRICULUM RESOURCES LIASON

2018-2020

- Directed the search for a new textbook and digital learning platform for World Languages
- Coordinated and supervised the writing and adoption of a new county-wide Spanish curriculum

INSTRUCTOR - WEB DESIGN PROFESSIONAL DEVELOPMENT COURSE

"BUILD A WEBSITE WITH WEEBLY"

2014-2019

- Developed curriculum to teach educators how to design and implement a website to enhance classroom instruction using the Weebly website builder

SALISBURY UNIVERSITY

Jan 2016 - Current

ADJUNCT PROFESSOR - SPANISH

Jan 2016 - current

- Teach introductory Spanish 101 and Spanish 102 to university students through face-to-face and remote instruction using Zoom and Canvas
- Completed the SOARING with Online Learning faculty development program to design, develop, and deliver hybrid and online courses utilizing Canvas, Panopto, and Zoom (Summer 2020)

BRANCH BANKING & TRUST CO. (BB&T)

Apr 2005 - Aug 2009

FINANCIAL CENTER LEADER

- Managed daily branch operations of a \$3.4 million loan portfolio and a \$16.9 million deposit portfolio
- Acquired new loan and deposit clients and consistently met set sales goals and service standards
- Assisted as a Spanish translator in bank related business and presentations

LEADERSHIP DEVELOPMENT PROGRAM (BB&T UNIVERSITY)

- Six-month intensive training program with a curriculum focus on management and leadership skills as well as consumer lending, small business development, and building new and existing client relationships