

**EDUCATION**

Capella University, Minneapolis, MN ~ in progress  
General Counselor Education and Supervision - PhD

East Central University, Ada, Oklahoma ~ 2013  
Master of Science, Human Resources Rehabilitation Counselor

East Central University, Ada, Oklahoma ~ 2002  
Master of Science, Human Resources Administration

**TEACHING EXPERIENCE**

**East Central University, Ada, Oklahoma** 2013 ~ present  
*Instructor, Department of Human Resources*

- Instructor for graduate and undergraduate programs. Instruction for Grant Writing in Human Services, Human Growth and Development: A Multicultural Approach, Assessment of Psychological, Social, and Relational Aspects of Disability, Counseling Services and Interviewing Techniques.
- Co-Private Investigator for RSA grant for the Clinical Rehabilitation and Mental Health Counseling (CRCMHC) Program. Received \$999,985.00 RSA Long Term Training Grant 2014-2019.
- Served on graduate committee to prepare programs for CACREP accreditation, assisted Director of program in creation and submission of 400 page abbreviated self-study for dual accreditation.
- Additional responsibilities, which include: student advisement, departmental committee duties, internship student supervision, graduate committee interviews, course evaluation committee, advisory board, and program coordination.

**East Central University, Ada, Oklahoma** 2012 ~ 2013  
*Adjunct Instructor, Department of Human Resources*

- Adjunct instructor for graduate and undergraduate programs. Instruction for Grant Writing in Human Services, Counseling Services, and Interviewing Techniques.
- Prepare course materials for instruction; maintain student attendance and grades, competent in technical delivery services (Blackboard, ITV training, etc.), completion of administrative reports and adhering to policy and procedures.

**HIGHER EDUCATIONAL EXPERIENCE**

**East Central University, Ada, Oklahoma** 2010 ~ 2013  
*Academic Advisor/Program Coordinator McAlester Campus*

**Grayson County College, Denison, Texas** 2007 ~ 2008  
*Student Services Assistant/Counseling Services*

**ADDITIONAL PROFESSIONAL EXPERIENCE**

**Counseling – Private Practice ~ 5 years**  
*LCP Counselor (individual, family & couple) and Behavioral Health Resource Specialist*

**Eastern Oklahoma Youth Services ~ 9 years**  
*OCS Supervisor, OCS Contract Case Manager, Home Study Specialist*

**Counseling Inc. ~2 years**  
*Outreach Counselor and OCS Contract Case Manager*

**Oklahoma Department of Human Services ~ 1 year**  
*Foster Care Case Manager (1 year)*

**Texoma Medical Center Behavioral Health Unit ~ 3 years**  
*Psychiatric Technician (3 years)*

## COMMUNITY SERVICE ACTIVITIES

American Cancer Society - Cancer Prevention Study Participant  
Girl Scouts of Eastern Oklahoma - Member for three years; assistant to team leader  
Hope House Women's Shelter of McAlester - Pro-bono parenting group  
Oklahoma Department of Human Services - Pro-bono court ordered parenting classes for OKDHS clients  
McAlester Relay for Life - Team member for 4 years (Mountaineer Maniacs, Baniacs)  
McAlester Human Resources Club - Community resource drives  
Lyon's Club - ECU guest presentation speaker

## UNIVERSITY ACTIVITIES

2013 Selection Committee for McAlester Advisor Position  
2013 Selection Committee for the DCF Candidate for Brandon Whitten Institute  
2014 Selection Committee for Shawnee Advisor Position  
2013-14 Member, Committee to revise curriculum (HURES 5243, HURES 5053, HURES R5553, HURES 5943)  
2013-14 Member, Committee to revise program name change (Clinical Rehabilitation and Clinical Mental Health Counseling)  
2013-14 Co-PI on RSA grant for the Graduate Clinical Rehabilitation and Clinical Mental Health Counseling Program (CRCMHC)  
2013-14 Assisted Co-Director of the Graduate CRCMHC Program to submit a 400 page abbreviated self-study for dual accreditation  
2013-15 Member, Graduate CRCMHC Program Curriculum Review Committee  
2013-15 Member, Graduate Committee for CACREP Accreditation  
2013-15 Member, Graduate Counseling Admissions Committee  
2013-15 Member, Internship Committee, Undergraduate Human Services Counseling Program  
2013-15 Member, Graduate Rehabilitation Counseling Advisory Board  
2013-15 Grievance Committee, Graduate HR Counseling Program  
2013-15 Faculty Advisor, Human Resources Club at McAlester outreach site  
2013-15 Co-Advisor for ECU Student Rehabilitation Association  
2013-15 Co-Advisor for ECU Silent Friends Club  
2015 Selection Committee for McAlester Advisor Position

## PROFESSIONAL MEMBERSHIPS, CONFERENCES & RECOGNITION

Member of McAlester Young Professionals  
Member of the National Rehabilitation Counseling Association (NRCA)  
Member of the National Council on Rehabilitation Education (NCRE)  
Member of the Oklahoma Counseling Association (OCA)  
Member of the North Central Association for Counselor Education and Supervision (ACES)  
TACE Region 6 Education Forum 2013  
NACADA Professional Advisor Training (National Conference (2008) & Region 7 Conference (2013))  
Outstanding Graduate Rehabilitation Student (2013)

## CERTIFICATIONS/LICENSURES

Certified Rehabilitation Counselor (CRC - #00447295)  
Licensed Professional Counselor Candidate (LPC #5812)  
Certified Behavioral Health Resource Specialist (BHRS) and Certified Contract Case Manager (CCM)  
Certified Breakthrough Parenting Instructor