

Work Experience

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Work: (407) 897-2011

EXPERIENCE:

- 7/08 to Present **PRESIDENT**
ASR Consulting, Inc., Orlando Florida.
Independent Contractor for professional services on projects related to education and instructional design and program development.
- 12/05 to 6/08 **SENIOR VICE PRESIDENT**
Training and Instructional Design, Volunteer Florida Foundation, Tallahassee, Florida
Directs and coordinates statewide training and instructional design projects for the Governor's initiatives. Office based in Orlando, Florida.
- 12/04 to 12/05 **SENIOR DIRECTOR OF MENTORING**
Volunteer Florida Foundation, Tallahassee, Florida
Directs and coordinates all phases of statewide operation for the Governor's Mentoring Initiative. Office based in Orlando, Florida
- 12/99 to 6/04 **DIRECTOR**
Region III Adult Literacy Center, Orlando, Florida.
Directs and coordinates all phases of operation for the Region III Adult Literacy Center which provides services and technical assistance to twelve Counties in Central Florida.
- 2/98 to 7/03 **FLORIDA LIAISON**
ProLiteracy America, Inc., Orlando, Florida
Provides technical support and training for Florida volunteer literacy programs affiliated with ProLiteracy America, Inc. based in Syracuse, New York.
- 8/88 to 11/97 **EXECUTIVE DIRECTOR**
Florida Literacy Coalition, Inc., Orlando, Florida.
Directs and coordinates all phases of operation for the Florida Literacy Coalition, a nonprofit corporation that encompasses a network of 200 literacy programs throughout Florida. Reports to the Board of Directors. Responsibilities also include:
- Resource Development: Grant writing and fund-raising
 - Advocacy, Public Speaking, Government Relations, and Public Awareness Campaigns
 - Florida Literacy Conference - Annual Statewide Training Event
 - Statewide Telecasts with Florida PBS Television Stations
 - Program Development and Technical Assistance
- 6/85 to 8/88 **HUMAN RESOURCES MANAGER**
Florida Bankers Association, Orlando, Florida.
Directs and coordinates all phases of personnel activity including employment, salary administration, employee benefits, staff training and development, and EEO/AAP.
- 9/80 to 6/85 **PROGRAM MANAGER**
Orange County Government/Private Industry Council, Orlando, Florida.
Responsible for program development and administration:
9/79 to 9/80 Program Supervisor
7/76 to 9/79 Program Auditor and Evaluation Specialist