

Owner/Program/Course Creator

In order to ensure fluid and transparent communication with our students and audience as a whole, we wanted to provide in-depth information about the owner/author. This is not only to ensure effective communication, but to establish *credibility* for our company. This information has been broken down in various sections.

Education:

The owner/author has the following **academic education**:

Ph.D. in Christian Education from Provident University. This degree is an honorary degree, however, 34 doctorate credits along with a residency have been completed with this degree.

MBA, in Human Resource Management from the University of Phoenix. This degree was completed in an online program.

BA, in Public Relations with a focus on Marketing from Wayne State University. This degree was completed in a face-to-face on-campus setting.

Professional Development:

The owner/author has the following **professional development**:

Certificate, Veteran Service Officer. This certificate was issued by MVAA and the State of Michigan

Certificate, NVLSP Online Basic Training Course in Veterans Benefits

Certificate, Emerging Leaders from Just Leadership USA

Certificate, Business Solutions Professional Training, Michigan Works!

Certificate, Veteran Advocate Training, Nevada Department of Veterans Services

Certificate, HR Management, Society of Human Resource Management (SHRM)

Certificate, HR Professional, Society of Human Resource Management (SHRM)

Certificate, Global Career Development Facilitator (GCDF) National Career Development Association

Certificate, Workforce Development Leadership, Fit Leaders/State of Michigan WDA/TIA

Diploma, Leadership Academy, State of Michigan WDA/TIA

Certificate, Women Veteran Leaders, Next4Vets, Inforum

Certificate, Challenge 2013, Department of Veterans Affairs Benefits Administration

Certificate, Facilitating Veteran Employment, Department of Labor

Certificate, Intensive Services, Department of Labor/NVTI

Certificate, Employer Outreach, National Veterans Training Institute (NVTI)

Certificate, Leadership for the Integration of Veteran Services (NVTI)

Certificate, Case Management, National Veterans Training Institute (NVTI)

Certificate, Offender Employment Specialist, Department of Justice

Certificate, Online Distance Learning Design & E-Learning, Department of Veterans Affairs Learning Institute

Certificate, Driving Innovation for Online Institutions, Department of Veterans Affairs Learning Institute

Certificate, Learning Management Systems, Department of Veterans Affairs Learning Institute

Certificate, Blending Learning in Higher Education, Department of Veterans Affairs Learning Institute

Certificate, Moodle Course Conversion, Department of Veterans Affairs Learning Institute

Certificate, The Online Teaching Survival Guide, Department of Veterans Affairs Learning Institute

Certificate, EEO Compliance & Regulations, Department of Veterans Affairs Learning Institute

Certificate, Peer Mentor Trainer, WoVeN

Continuing Professional Units:

In addition to professional development, the owner/author also has several **continuing professional units** (CPU) that aid in the delivery of information shared in the program.

Critical Thinking, State of Michigan

Recognizing and Managing Anger, State of Michigan
Intercultural Business Etiquette, State of Michigan
Becoming An Effective Team Member, State of Michigan
Moving From Technical Specialist to Supervisor, State of Michigan
Building Strong Customer Relationships, State of Michigan
Managing Cross-Generational Teams, State of Michigan
Managing Projects for State of Michigan, State of Michigan
Appreciating Personality Differences, State of Michigan
Basics of Effective Communication, State of Michigan
Dealing with Violence in the Workplace, State of Michigan
Discriminatory Harassment: Promoting a Respectful Workplace for Employees, State of Michigan
Applying Leadership Basics, State of Michigan
Accountability, State of Michigan

Work Experiences:

Along with these various levels of education, the course author also has a variety of work experiences for various lengths of time in each role. Those experiences include:

State Program Management Experience

Working as both a LVER and DVOP at the state level in Michigan
Working as a Regional Manager for over six years within the JVSG program, managing both LVER's and DVOP's over seven counties in Michigan-which is a veterans employment program
Worked as a Regional Manager of a Migrant Workers program for two years over 13 counties in Michigan
Program Manager for a Veteran Homeless program in Las Vegas, NV
Program Manager for a Veteran Justice Reintegration program in Las Vegas, NV
Strategic & Outreach Director for veteran specific programs which included:
Education and Employment Services
Suicide Prevention
Health and Wellness
Buddy-to-Buddy
State VSO program and VSO funding (at county levels)
Communications and Outreach Services

Non-Profit Management Experience

Operations Director for three years overseeing ten CSBG grant funded programs in Georgia which included:
Microenterprise Business Program
Employment Services Program (worked for three years in this role)
Career Services Program
Housing Program
Emergency Services Program
Neighborhood Leadership Program
SNAP Food Distribution Program
LIHEAP Assistance Program
Youth & Elderly Connection Program
Employment Services Center (Oversaw this center and team for three years)

These programs were offered in three counties in the State of Georgia. The course creator worked up to the director level, and was a program manager over the employment services, career services and employment service center before working as the director.

Federal Government Experience

Department of Veterans Affairs

Worked as a Claims Processor, with veteran compensation and pension claims (GS-11)

Worked as an EEO Manager at a large VA medical center (GS-12)

Department of Labor

Program Analyst (GS-11)

Teaching Experience

Over two years as a Substitute Teacher, teaching Pre-K through 12 grades which included:

Curriculum Development

Online and in class teaching

Teaching in all subjects within general education

State certified to teach Pre-K through 12 grades

The owner/author is also a WoVeN peer group leader and facilitates online training within the WoVeN platform.

Other Work Experience

Small Business Owner

Author of three self-published books

Talent Acquisition Manager (Caesars Entertainment in Las Vegas)

Security Officer

HR Manager Bartech Staffing Agency

Retail Store Manager for a toy store

Fast food team leader

Military History:

<p>Active-Duty US Marine Corps (E-4) 1991 to 1995 MCAS El Toro, CA VMGR 352/KC-130 Aircraft Unit S-3 Operations Specialist (7041)</p>	<p>Reserves-Army National Guard (E-4) 1996 to 2005 Detroit Light Guard Armory State Medical Command/Det-6 S-1 HR Generalist (71L)</p>
<p><u>Awards</u> Armed Forces Expeditionary Medal Joint Services Medal (2) National Defense Medal Meritorious Mast Good Conduct Medal</p>	<p><u>Awards</u> Army Achievement Medal (2) Army Accommodation Medal Broad Sword Medal Letters of Appreciation (3)</p>