

# LATRESHA MOORE

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## PROFESSIONAL SUMMARY

Dedicated and enthusiastic professional with over six years experience in post secondary education. Consistently receives outstanding feedback for workshops and sophomore level exploration courses. Proven expertise in establishing rapport and building trust with students from a variety of diverse backgrounds, including first generation college students. Possesses strong written and verbal communication skills and ability to partner across departments to meet the needs of students.

Respected and self-motivated professional with more than 15 years of experience managing multiple projects simultaneously. Extensive experience managing large-scale projects from the requirements gathering phase to completion. Highly skilled in tracking details, communicating deadlines, and following-up with internal and external partners to ensure on-time completion within budget. Ability and interest in learning and incorporating new technology.

### EDUCATION:

- 2015-2019 Doctorate in Higher Education, National Louis University
- 2012 Post graduate course work in Sociology, University of South Florida
- 2008-2009 Post graduate course work in Psychology, Troy University
- 2007-2008 Master of Science in Counseling and Psychology (Social Service), Troy University
- 1995-1998 Bachelor of Science in Psychology, Troy State University
- 1992-1994 Associate of Arts in General Studies, Chipola College

### EMPLOYMENT:

#### CHIPOLA COLLEGE

***Assistant Professor of Sociology*** 2013 – present

- Assist Department Dean with strategic plans, course schedules, and student outcome measures
- Instruct distance learning, hybrid, and traditional face to face courses
- Serve as academic advisor to diverse student population during high peak registration times
- Develop department curriculum
- Serve on several committees to cultivate collaborative partnerships within the rural community
- Develop innovative sociological and psychological educational tools to best serve the students
- Utilize available technology and equipment such as remote access and classroom projection systems

#### CHIPOLA COLLEGE

2009 to 2013

***Adjunct Instructor (Psychology & Sociology)***

- Plan, organize, and instruct courses outlined for the social science & behavioral science department to promote successful student learning outcomes
- Utilize diverse pedagogical approaches that will enhance a positive learning environment for the diverse student learner
- Define and explore the etiologies and theories that are associated with psychological disorders
- Provide career counseling and referral services to post-secondary students
- Liaison for implementation of educational and prevention services in worksites, schools, faith-based centers & other community agencies to maximize resources for college students
- Provide mentoring and tutoring services for accelerated learners through the honors program

#### JACKSON COUNTY HEALTH DEPARTMENT

2001 to 2012

***Grant Administrator***

- Coordinated Florida Department of Health Disparities Grant Program by motivating individuals and communities to adopt healthy behaviors within the minority populations of Jackson and Liberty counties of North Florida
- Coordinated and conducted public health education, screening, referral and follow-up services in multiple areas including chronic diseases, communicable diseases, and social and mental health conditions
- Recruited faith based and civic organizations to build collaborative partnerships for the implementation of successful community outreach activities through health education

- Monitored all fiscal operations of program budgets according to state purchasing rules, regulations, and policies impacting grant activities; My Florida Market Place (MFMP Vendor Registration Procurement)
- Collected, managed, analyzed and reported data to identify individual and/or community needs
- Instructed, trained, and supervised staff
- Prepared grant proposals that included the development of curriculum, budgets and budget narrative, timelines, and job descriptions
- Served as the Jackson County Minority Health Liaison (MHL)
- Secured grant funding sources for community health needs
- Facilitated committee meetings, workshops, trainings and conferences locally, statewide and national

#### CHEMICAL ADDICTIONS RECOVERY EFFORT

1998 to Dec. 2000

##### ***Drug Treatment Specialist***

- Facilitated alcohol, drug and tobacco prevention education programs and student support groups to elementary, middle and high school students
- Provided consultation and technical assistance to school sites concerning the development and implementation of drug, alcohol, and tobacco education and prevention activities
- Networked with and referred students/families to local community resource agencies
- Provided drug education programs for the district, community, and parents
- Maintained a program of accountability and evaluation, and produced visible and measurable results, that included monthly logs, assessment logs and case files
- Utilized substance abuse intervention and counseling techniques

#### SKILLS:

- Proficient in CANVAS Distance Learning Management System
- Proficient in JENZABAR software
- Proficient in Microsoft Applications
- Extensive upper level managerial experience
- Ability to work independently and collectively

#### ACCOLADES:

- (2013-2014 & 2018-2019) Chipola College Distinguished Faculty of the Year
- (2008) Best Promising Practice Award by the National Association City & County Health Officials, Inc. (NACCHO)
- (2007) Awarded “Best Practice” program in the State, Office of Performance Improvement (Department of Health)
- (2007) “Nationally Recognized Programs in Jackson County” by the Center for Disease Control (CDC)

#### CONFERENCE PRESENTATIONS:

- (2008) “Collaboration & Partnerships in Public Health Practices”, Tampa, Florida
- (2007) Utilizing Strategic Partnerships & Innovative Approaches to Public Health Practices, National Prevention & Health Promotion Conference, Washington, DC., National Institute of Health (NIH)
- (2005) “Partnering with Non-Traditional Minority Settings to Establish Effective & Efficient Prevention Programs” by the National Rural Health Association (NRHA), New Orleans, Louisiana
- (2005) Health Promotion & Education at the Crossroads: New Public Health Directions, Minneapolis, MN.

#### PROFESSIONAL MEMBERSHIPS:

- MEMBER, ZETA PHI BETA SORORITY, INC. (MU OMICRON CHAPTER)
- MEMBER, AMERICAN SOCIETY OF COMPOSERS, AUTHORS & PUBLISHERS (A.S.C.A.P.)

#### REFERENCES:

AVAILABLE UPON REQUEST