

Aubrey D. Crook

Atlanta, Georgia

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Enthusiastic and highly motivated educational professional that is skilled in providing top quality workshops, seminars, one-on-one coaching, e-learning programs and program development and management for adults and students all of ages. Known for a polished, professional and personable style that engages audiences. Able to combine effective teaching methodologies with practical product applications to help students and adults apply learning immediately. Strong performance gap and needs analysis skills to maximize learning. Expertise includes:

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| • Program Management | Employee Development | Evaluation & Assessment |
| • Professional Development | Curriculum Development | Content Chunking |
| • Multimedia Learning | Instructional Design | Performance Gap Analysis |

Education

- **Educational Specialist Degree (Ed.S.) Educational Leadership**
Georgia College & State University, Milledgeville, GA
- **Master of Education Degree (M.Ed.) Instructional Technology**
Cambridge College; Boston, Massachusetts
- **Bachelor of Science Degree (B.S) Elementary Education**
University of Alabama at Birmingham, Birmingham, AL

Certifications

- **Georgia Professional Educator Certificate**
Educational Leadership Tier II, Gifted Endorsement, Middle School Science and Language Arts, Early Childhood

DeKalb County Board of Education Schools (August 2020-Present) **STEM Coordinator & Online Instructor**

- Leads and coordinates the local school STEM initiatives.
- Designs the STEM Instructional Program so that it is consistent with the total educational philosophy of the district.
- Provides and supports professional growth through self-directed, as well as defined professional development opportunities, which may include additional training, professional learning communities, outside research, and reading professional literature
- Collaborates with the instructional team concerning student educational needs as requested
- Work with students, parents, and schools in a positive and proactive manner
- Provides direct consultation and guidance to students and parents on matters relating to

- courses, procedures, and learning strategies
- Assists in providing information to community groups, schools and parents

Gordon State College; Barnesville, GA
Regional STEM Coordinator (October 2019-August 2020)

- Provides quality K-8 instruction and implements the Georgia Standards of Excellence Science curriculum for students; establishes, fosters, facilitates and maintains a safe and secure classroom and program environment that is conducive to learning.
- Prepares lesson plans, instructional aids, and supplemental teaching materials.
- Assesses, documents and prepares reports such as achievement progress, grade and classroom performance, and attendance.
- Participates in student development and achievement related conferences with parents, students, counselors, teachers, principal, and/or administrators.
- Performs general instruction coordination duties such as ordering materials, attending meetings, and engaging in various forms of correspondence.
- Attends and presents during professional learning sessions and conferences.
- Increased and acquired \$17,000 in new school district memberships.
- Increased and improved organization's online presence and social media engagement 125% through the development of supplemental curriculum guides, video lessons, STEM challenges and do at home activities
- Redeveloped, organized and operated a GYSTC regional STEM center to establish new STEM offerings and partnerships for providing K-8 instruction in the 14-county school system service region.
- Developed partnerships across campus and within the community with scientists, professors, engineers, inventors, etc. to further the collaboration among STEM program development.
- Effectively networks and attends meetings with the college president, school superintendents and curriculum directors to strengthen community engagement and partnerships.
- Organized and coordinated STEM programs in the schools by assisting partner school district with STEM initiatives.
- Organized, developed and provided professional learning for school administrators, teachers and staff related to STEM integration in the classroom.

Kennesaw State University; Kennesaw, GA
Director of STEM Programs (November 2015-October 2019)

- Provides quality K-8 instruction and implements the Georgia Standards of Excellence Science curriculum for students; establishes, fosters, facilitates and maintains a safe and secure classroom and program environment that is conducive to learning.
- Prepares lesson plans, instructional aids, and supplemental teaching materials.
- Assesses, documents and prepares reports such as achievement progress, grade and classroom performance, and attendance.
- Participates in student development and achievement related conferences with parents, students, counselors, teachers, principal, and/or administrators.

- Performs general instruction coordination duties such as ordering materials, attending meetings, and engaging in various forms of correspondence.
- Provides statewide direction and leadership in the development of a comprehensive STEM curriculum for GYSTC member school districts, regional centers and metro Atlanta partner school districts
- Oversees the development and enhancement of the STEM curriculum for instructional programs and collaborates with teachers and administration in the development and maintenance of the STEM curriculum
- Promotes effective instructional practices and communication that support high levels of instruction using research-based data driven best practices, effective classroom consultation, and program evaluation
- Manages, coordinates and delivers state-wide professional development training for teachers of STEM subjects
- Identifies opportunities to collaborate with school districts, regional centers, businesses and external entities, to build relationships and seek opportunities to plan and implement new projects and initiatives
- Hires and supervises temporary program staff and establishes working relationships and communications with clients, internal and external staff and consultants and faculty members.
- Coordinated the Georgia Youth Science & Technology Center Summer STEM Institute
- Manages and develops Kids Saturday Science and Summer STEM Discovery Camp at eight Georgia Colleges and Universities and twenty Georgia school districts.
- Develops significant marketing strategies and campaigns for continued development and growth of GYSTC.
- Effectively demonstrates fiscal responsibility and accountability and budget management skills
- Provides a deeper knowledge and modeling of educational technology use within classrooms for STEM integration.
- Effectively develops presentations to present at local, state and national conferences.

Gwinnett County Public Schools Suwanee, GA (August 2015-October 2015)
Science Curriculum Teacher Leader

- Consistently lead the planning and delivery of AKS Science Standards.
- Systematically organized, structured and manage students' learning experiences with appropriately developed tasks, lesson plans and individual learning plans
- Effectively monitors retention, achievement and success rates
- Successfully Contribute to curriculum developments with holding weekly curriculum meetings
- Ensures that the Science curriculum is appropriately validated and implemented in accordance district guidelines in order to deliver planned, coordinated, high quality plus teaching

**Summer Institute for the Gifted and Envision Explore STEM at Emory University
Decatur, GA (June 2013-July 2015)
Faculty Advisor/ Instructor**

- Created and taught an individualized curriculum in accordance with STEM program guidelines.
- Motivated students to actively participate in all aspects of the educational process through threaded class discussions, outside assignments/projects, research, and enrichment activities.
- Maintained online asynchronous communication with students in online discussions to assist them in achieving course objectives.
- Provided regular, accurate, and timely student-specific assistance, feedback and support to students' relative to their performance.
- Kept archives of student work and correspondence while maintaining and reporting student participation, evaluations/grades as appropriate.
- Communicated with students and staff by email and telephone as needed regarding course and student related problems and concerns.

**Rockdale County Public Schools; Conyers, GA (September 2010-May 2015)
Science Instructor**

- Consistently lead student achievement among science teachers at the local school level that consisted of special education inclusion and gifted classes that were heavily integrated with technology and project-based learning.
- Effectively designs assessments on the county task developments that are to be used and implemented throughout the school district.

**Atlanta Metropolitan College; Atlanta, GA (June 2010-July 2010)
Science Instructor**

- Effectively taught and developed hybrid College-Preparatory Biology course for a S.T.E.M program that allowed students to engage in active participatory learning that was heavily integrated with technology.
- Organized and developed content into electronic formats that are appropriate for online learning and learning management systems.
- Successfully trained students and faculty on the effective usage of the Nicenet Learning Management System.

**Cobb County School District; Marietta, GA (July 2008-May 2009)
Science Coordinator/Instructor**

- Promoted a culture of collaboration among departments.
- Successfully implemented data driven instruction that led to the largest performance achievement in school history using benchmark and common assessment tests.

- Successfully worked with state department members of education in the transformation of an at-risk school.
- Successfully mentors and acclimates new teachers to the profession by providing moral, professional and academic support as they transition into the profession.
- Acts as the liaison between the local school and district level science department to voice local school concerns and issues while also performing regular teacher duties.
- Provides innovative ideas and strategies for successfully integrating technology into the curriculum.
- Effectively facilitates the implementation of the academic curriculum during weekly department meetings.
- Effectively models the training process for improving classroom instruction.
- Efficiently facilitates the purchasing, storing and inventory of supplies and equipment that is distributed among department members.
- Promptly attends district level meetings to voice local school concerns and issues.
- Volunteers to perform other duties and responsibilities as deemed necessary by the principal.

Educate Online, Inc. New York, NY (January 2008-November 2008)
Online Instructor

- Systematically provides online instruction in a virtual classroom environment. Students in grades 3-8 are taught reading and math. Experienced using course management systems such as WebCT, Blackboard and Illuminate.

DeKalb County Board of Education Schools (August 2004-May 2008)
7th & 8th Grade Science Teacher

- Presented and trained on technology integration methods during professional development training sessions to school staff and department members that increased student achievement.
- Successfully designed and created a model website for school administration and teachers for promoting online interactive learning and communication.
- Consistently used various software applications and media equipment such as LCD projectors, Smartboards, Elmo and overhead projectors when presenting PowerPoint and various other presentations to enhance and achieve the desired learning results.
- Translated learning objectives into web-based content and instructor led teaching formats utilizing online conferences, discussions, tests, activities and assignments.
- Developed and prepared daily lessons after analyzing curriculum objectives.
- Planned and designed written and visual materials for distribution at faculty meetings.
- Usage of digital camera and video equipment for incorporating photos of school events into the school newsletter, website and PowerPoint presentations

Summary of Qualifications

- Excellent interpersonal skills and ability to provide client-centered interactive training sessions, emphasizing practical applications for customer education and/or staff development.
- Knowledge of instructional design and adult learning theory principles.
- Ability to communicate orally and in writing, including demonstrated writing ability

and establishing relationships with clients. Ex: Website, group presentations, phone calls and reports.

- Researches, analyzes and assimilates information relevant to preparing course.
- Experience instructing a diverse group of learners to determine the appropriate level of complexity for the target audience.
- Translates the training objectives into a training content method that is attainable for all stakeholders.
- Ability to be function as a multi-tasked person while meeting and adhering to deadlines.
- Ability to work independently as well in-group and team environments.
- Ability to select appropriate instructional, presentation, and distribution methods
- Proficient with Desire2Learn, Moodle, WebCT, Blackboard and various other software titles and application titles.