**Name**

**Address**

**Phone**

**Email**



# PROFESSIONAL EXPERIENCE

**Dental Assistant Program**

*Founding Program Director 2004-April 2013*

* Developed initial academic curriculum
* Review curriculum as needed and amend based on industry standards
* ADA 1990-Coordinator
* Student advisor—work with faculty, staff and students to coordinate and improve students’ academic experiences
* Established standards and criteria for recruiting and evaluating faculty
* Established standards and criteria for evaluating student’s progress and competency
* Facilitate regularly scheduled meetings to allow for faculty and staff empowerment
* Attend bi-weekly meetings with clinical and retention coordinators
* Recommend and monitor professional development/CE to ensure current licensure and best teaching practices
* Develop class schedules to maximize faculty and resources, both financial and physical
* Established advisory board comprised of healthcare professionals, community leaders, employers and other stakeholders and facilitate biannual meetings

**Achievements**

* Doubled enrollment in less than one year
* Established original programmatic benchmarks and sustained job placement at more than 95%
* Developed a partnership with Philadelphia Corporation on Aging to provide educational and informational seminars to seniors at not cost
* Recruited a variety of dental specialty externship sites
* Developed and presented new curriculum to Pennsylvania Department of Education; approved and implemented in 2008

#### Institute, N.J. & PA

#### *Medical Assisting Instructor, April 2004 – June 2004*

#### Teaching anatomy, physiology, pathology, ethics, bioethics, and law

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**Dentistry,** Philadelphia, PA

*Solo Practitioner, 1978 - 2004*

* Owner of busy neighborhood private practice specializing in general and cosmetic dentistry
* Managed two dental associates and ancillary personnel.

**School of Dental Medicine, Department of Form and Function,** PA

*Adjunct Faculty Member, 1978 - 1981*

**Dental Associate,** Philadelphia, PA

*Associate in general and cosmetic dental practices, 1974 –1978*

**EDUCATION**

**Temple University,** Philadelphia, PA

*Doctor of Dental Surgery (D.D.S.), 1974*

**Temple University,** Philadelphia, PA

*Bachelor of Arts in Sociology, 1969*

Continuing Education coursework with extensive clinical and practice management

## AFFILIATIONS

* American Dental Association
* Pennsylvania Dental Association
* Philadelphia County Dental Society (Membership and Exhibits Committee)
* Alpha Omega Dental Fraternity

**INTERESTS**

* Write and perform stand-up comedy
* Photography

**REFERENCES AVAILABLE UPON REQUEST**