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Cynthia S. Duriscoe

Education

A.A. Forestry 1983, College of the Redwoods, Eureka CA 95501
B.A. Child Development 1986, Humboldt State University, Arcata CA 95521
M.A. Environmental Education 1997, CSU Chico, Chico CA 95929

Professional Experience

Cerro Coso Community College
101 College Parkway
Mammoth Lakes, CA 93546

INSTRUCTOR/TEACHING ASSISTANT iTV (10/07 to present)

Teach Ecology and Environmental Science courses/workshops. Two days a week I operate interactive television (iTV) distance learning classrooms in most subject areas. This entails coordinating instruction and supplying learning materials for classes including designing Moodle pages with the professors, setting up and troubleshooting audio-visual/iTV equipment, answering student questions. Other duties include proctoring exams, grading, tutoring various subjects, administering assessment testing, computer lab assistance.

USDI National Park Service
Death Valley National Park
Death Valley, CA 92328

AIR QUALITY TECHNICIAN (12/06 to 05/08)

Collected and maintained air quality data for the Park air quality station. Downloaded weekly data and printed out reports, completed log notes, changed ozone & particulate matter collection filters, calibrate equipment as scheduled, and collected relevant weather data. Conducted data analysis, comparing certain variables, report significant findings to appropriate agencies/interested parties.

Education Consulting Business
Sierra Nights Education Services
Big Pine, CA 93513

BUSINESS OWNER (7/02 to present)

Manage and provide consulting services that involve curriculum writing, education outreach program development, conducting workshops and providing training materials. I have written activity guides for a National Park Service education outreach as well as creating multimedia CD roms to supplement the programs. I have developed and published brochures for National Park and US Forest Service education programs. Produce and publish panoramic environmental images (in poster and post card formats) for sale to the general public. Written 5 grant applications to acquire funds for environmental education program outreach.

**USDI National Park Service
Sequoia and Kings Canyon National Park
Three Rivers, CA 93271**

BUDGET ASSISTANT (10/99 to 7/02)

Managed the Kings Canyon NP Maintenance Division budget, which entailed programming 4 supervisor's annual budgets as well as inputting weekly commitments and obligations. I was responsible for balancing 25+ different accounts monthly and working with the program supervisors making necessary corrections. I prepared and submitted the payroll for approximately 60 employees.

INTERNSHIP/VOLUNTEER IN PARK (1 season)

My master's degree project assisted the park in setting up a curriculum-based education outreach program that coordinated park resource managers/researchers and teachers efforts into organized education programs. Developed the initial steps of the program; conducted a needs assessment; contacted community/school groups; gave slide presentations; developed a Watershed Program curriculum and outreach manual; and organized resources. Also coordinated efforts with the local resident outdoor school SCICON.

**Tulare County Office of Education—Impact Center
2637 West Burrel
Visalia, CA 93278-5091**

ASSISTANT MEDIA SPECIALIST/INSTRUCTIONAL AIDE (8/95-12/98)

Assisted in the production and set-up of multimedia and planetarium programs for school groups. This work involved using audio-visual/computer automated equipment, desktop publishing, photography, research, public speaking, script writing, grant research and writing skills. Also worked closely with teachers, group leaders, and the general public.

Publications

Rivers of Life: An Education Outreach Manual for Sequoia and Kings Canyon National Park M.A. Thesis, California State University, Chico, 1997.

**Special
Skills and
Professional
Trainings**

Instructional and graphic design implementation; photography; computer literate in Word, Excel and Access, desktop publishing using Adobe Creative Suite; completed Online Instructor training using various instructional design software; web design using CSS, Dreamweaver and Frontpage. As part of my graduate school coursework I was trained in formal grant proposal writing.

Conduct Project Wild, amateur Astronomy/science education workshops.

References

Listed on application