

LAUREN JUDITH ALVAREZ

ADJUNCT

STUDENT TEACHER COORDINATOR, ORU COLLEGE OF EDUCATION

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EXPERIENCE

STUDENT TEACHER COORDINATOR: ORAL ROBERTS UNIVERSITY, COLLEGE OF EDUCATION

August 2011 to present (adjunct instructor)

- Develop partnerships with local schools, administrators and classroom teachers in order to set up student teaching internships for elementary and secondary education majors during their senior year.
- Teach a monthly Portfolio Seminar for student interns covering topics including effective communication with parents, Ruby Payne's *Bridges out of Poverty*, classroom management strategies, etiquette, resume and interview tips, financial aid and loan repayment plans and certification requirements.
- Mentor first and second year teachers that have graduated from the university through the ORU Mentorship program with bimonthly weekend workshops and bimonthly classroom observations with new teachers to address concerns and effective strategies in an effort to retain teacher talent in the local schools
- Maintain records for students and keep updated on current state. Certification requirements for elementary and secondary teachers
- Supervise a cohort of elementary and secondary student teachers during their internships through classroom observation, performance evaluations and regular individual and roundtable discussions about issues surrounding the student teaching internship.
- Currently developing a new Professional Development model for student teachers during internships with monthly workshops involving college, elementary and secondary community partners to offer current, effective techniques for continued development of effective teacher candidates and promote connections in the local education community to encourage teacher candidates to remain and teach in Oklahoma.
- Report and gather essential data to analyze and modify processes and curriculum to best meet the needs of our teacher candidates through curriculum, internships, community partnerships and professional development.

SCHOOL COUNSELOR, JENKS PUBLIC SCHOOLS

August 2015 to present

- Lead therapeutic groups and individual sessions for third and fourth graders over a variety of topics including healing from divorce/loss, anxiety management, anger management, social skills, and impulse control.
- Collaborate to create individualized behavior management goals and strategies with parents, students and teachers to support at-risk and challenging students.
- Created new outreach, support and education workshops for our Burmese parent population, targeting Burmese parents of pre-k students. Started monthly education meetings with rotating make-it-take-it stations to educate families about the social-emotional and educational needs of young students and what activities can be done at home to support school success for ELL students.
- Partner with Title I programs to lead parent workshops and children's activities for Title I outreach nights covering topics such as teaching responsibility, math activities, literacy and bonding strategies, and family activities during the summer to support social-emotional and educational growth during the summer.
- Collaborated extensively with Title III ELL student and parent outreach and support programs to meet the needs of ELL parents and students at our campus.
- Teach monthly guidance lessons to 24 pre-k, third and fourth grade classrooms over a variety of topics including but not limited to bullying, empathy, perseverance, setting goals, stress management, and anger management.
- Member of the Leader in Me school leadership initiative using the Stephen Covey curriculum for schools with training in Kansas City and committee planning for partial implementation at our campus Fall 2016. Tasked with doing campus wide training for campus employees in August 2016.
- Assistant OCCT testing coordinator for third and fourth grade tasked with managing small testing groups based on IEP specifications, recruiting monitors and test administrators, and organizing all the materials needed for confidential testing according strict OCCT guidelines.

PARENT EDUCATOR: THE WOMEN'S JUSTICE INITIATIVE- WOMEN IN RECOVERY

November 2013 to August 2015 (part-time)

- Facilitated weekly parenting classes to female inmates at the DL Moss Correctional Facility (Tulsa County Jail) using the Active Parenting Curriculum through a program funded by Women in Recovery, Family & Children's Services and the George Kaiser Family Foundation.
- Connected female inmates and their families to community resources, legal assistance and support services in an attempt to address the impact of incarceration on participants and their families.
- Reestablished and facilitated a visitation program between female inmates attending classes and their children while planning activities and providing information to strengthen and identify specific family needs before, during and after visitation.
- Facilitated a weekly class using the Within My Reach curriculum to impart effective communication strategies and relationship guidelines for making healthy and safe choices in family and personal relationships for at risk individuals.

PARENT EDUCATOR: JENKS PARENTS AS TEACHERS, JENKS PUBLIC SCHOOLS

July 2008 to May 2015 (part-time)

- Managed a caseload of families using the Parents as Teachers curriculum and Family Systems theory while conducting monthly developmental visits provided to infants and young children up to the age of three within the district as a part-time educator.
- Collaborated with current school and community programs to deliver needed services to children with special needs and maintain a service continuum through enrollment in Pre-K and Kindergarten programs.
- Provided yearly developmental screenings and ongoing milestone checklist assessments to identify potential developmental delays and referrals to appropriate community and district resources.
- Planned and led thematic weekly educational play groups for parents and children up to age four with developmentally appropriate activities, art and group songs
- Conducted professional development for staff or continuing education for parents over multiple topics including *Parenting With Love and Logic*, communication strategies, developing responsibility in children, anger management and large events for parents in the program to attend.
- Walked parents through the enrollment process for Pre-K and provided school readiness activities and checklists to parents
- Connected at-risk parents and teens to needed emotional and social services and Sooner Start programs with frequent collaboration with the Jenks district social worker.

JENKS PARENT CARE CENTER COORDINATOR, JENKS PUBLIC SCHOOLS

August 2006 to May 2010

- Scheduled and taught classes for parents and staff members in the district relating to family, parenting, educational achievement and communication while utilizing effective teaching methods to promote retention and application of concepts.
- Surveyed ongoing needs of parents and staff in the district to provide appropriate referral services, information and educational classes to directly meet current needs and individual campus needs.
- Collaborated with current school programs and individual campuses for effective parent outreach (Title I meetings, ELL Programs, Parents as Teachers, and school counselors)
- Managed administrative tasks including customer communication, program budget, supplies, research, grant writing, webpage maintenance, resource library and registration for classes
- Created classes for parents and children to attend together with over 4,800 in attendance during my four-year tenure and spearheaded program growth to average over 1,000 yearly in attendance
- Developed partnerships in the community to improve outreach and services to families within the district and surrounding Tulsa area and coordinated regularly with Jenks district social worker.

WORKSHOP LEADER: PROJECT RELATE & THE OKLAHOMA MARRIAGE INITIATIVE

2006 to present (part-time adjunct)

- Facilitate communication and relationship workshops on an as-needed basis utilizing the PREP, Within Our Reach and Within My Reach curriculums in a variety of formats including six week classes, weekend retreats and large one day events as a part-time contract employee to groups ranging in size from ten to several hundred.
- Develop new PowerPoint presentations, breakout activities and parent and preteen/teen classes utilizing a modified curriculum for effective teaching of concepts to a variety of audiences and workshop formats.
- Volunteer to mentor new workshop leaders in effective teaching techniques and expand PREP workshop locations and community partnerships as part of the Oklahoma Marriage Initiative Grant in conjunction with the Oklahoma Department of Human Services.
- Spotlight presenter for the annual *Forever for Real* workshops to audiences of 300-800.

FAMILY LIFE EDUCATION INSTRUCTOR: FAMILY & CHILDREN'S SERVICES

2006 to present (part-time adjunct)

- Lead teacher on a rotating basis for classes in Active Parenting, Helping Children Cope with Divorce, Within Our Reach Couples Communication, Expectant Baby Care, PREP, Cooperative Parenting and Divorce, and Surviving High Conflict to voluntary or court mandated individuals in groups ranging from 10-300 participants
- Developed and implemented classes for parents to attend with children at satellite locations concerning dealing with anger in the family, teaching children responsibility, bullying/cyberbullying, setting goals as well as study and organizational techniques for school success
- Lunch and Learn workshop presenter to businesses, colleges and PTA groups in the community.
- Lead presenter for the Family & Children's Services bullying workshops in collaboration with various community agencies concerning the topics of bullying, cyber bullying, internet safety and prevention/intervention strategies

FOURTH GRADE TEACHER: JENKS EAST ELEMENTARY

1993-1996

- Taught fourth graders on multiple developmental levels in a variety of self-contained and team teaching formats with experience in inclusion for students with reading disabilities through Title I as well as self-contained classes of gifted students.
- Wrote a thematic reading and science curriculum during the summer months to integrate school and state mandated objectives with the fourth grade curriculum.

PSYCHOLOGY TECHNICIAN, CHAMP UNIT, ST. JOHN'S HOSPITAL

1991-1993

- Led therapeutic groups for children ages five to twelve on an inpatient children's psych unit as a full time employee.
- Implemented and modified behavior management plans for individual patients and the psych unit as a whole.
- Member of therapeutic intervention team for patients covering educational, behavioral and emotional goals based on the individual needs of each client.
- Researched new strategies for helping minor patients succeed at home and in school.

EDUCATION & GRANTS

MASTERS IN EDUCATION WITH ELEMENTARY CERTIFICATION: ORAL ROBERTS UNIVERSITY

- GPA 4.0, Outstanding Graduate in Education, Graduate Academic Scholarship, Dean's List, President's List, Provost's Honor Roll

BACHELOR OF ARTS IN PSYCHOLOGY WITH MINOR COUNSELING: ORAL ROBERTS UNIVERSITY

- GPA 3.7, Undergraduate Academic Scholarship, Peer Resident Advisor, Women's Resident Advisor Scholarship, Dean's List, President's List and Provost's Honor roll

GRANT RECIPIENT

- Jenks Public Schools Foundation: Financial Literacy curriculum
 - Dibble Foundation Grant: PREP for Teens communication curriculum
 - Award of Excellence, Family and Children's Services
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