PROFESSIONAL EXPERIENCE

UNIVERSITY OF CALGARY

1996 - PRESENT

INSTRUCTOR II

COMMUNITY REHABILITATION AND DISABILITY STUDIES

Program

CHILDREN WITH SPECIAL NEEDS AND THEIR FAMILIES

CORE 471, 601.06, 691.07)

• COMMUNITY REHABILITATION: PRACTICE AND PROFESSIONAL CONDUCT (CORE 589.01, 589.02, 589.03, 589.06)

MANAGER, ACCESS PROJECT

• COORDINATION, TRACKING AND ADVISING OF COMMUNITY OF LEARNERS (COL) STUDENT ADMISSIONS, REGISTRATIONS, RECORDS, AND RELATED COMMUNICATION

• MANAGEMENT OF DEPARTMENTAL BUDGETS

• ENSURING EFFECTIVE COMMUNICATION WITH ALL LEVELS OF FACULTY, STAFF, AND OTHER DEPARTMENTS/FACULTIES (BOTH U of C and host institutions)

• DEVELOPMENT AND MANAGEMENT OF CONTRACTS WITH HOST INSTITUTIONS

• ENSURING QUALITY AND CONSISTENCY OF ALL COMMUNICATIONS AND ADVERTISING MATERIALS

• DEVELOPMENT AND MAINTENANCE OF POLICIES AND OPERATING PROCEDURES RELATED TO EFFECTIVE AND EFFICIENT OPERATION OF PROGRAM

• DEVELOPMENT AND MONITORING OF FTE STUDENT TRACKING DATABASE TO MEET GOVERNMENT FUNDING REQUIREMENTS

• DEVELOPMENT AND MONITORING OF PROFESSIONAL AND TECHNICAL SUPPORT CONTRACTS

ALBERTA CHILDREN'S HOSPITAL

Calgary, Alberta

1981 - 1993

- DIRECTOR, DEPARTMENT OF CHILD AND YOUTH CARE • DEPARTMENTAL MANAGEMENT INCLUDING SUPER
 - DEPARTMENTAL MANAGEMENT INCLUDING SUPERVISION OF 17 STAFF MEMBERS AND OVERALL BUDGETARY RESOURCES OF \$720,000/yr.

• REPRESENTED DEPARTMENT ON HOSPITAL WIDE MANAGEMENT COMMITTEES

- MANAGED DEPARTMENT QUALITY ASSURANCE, RESEARCH, AND PROFESSIONAL DEVELOPMENT PROGRAMS
- MONITORED DEPARTMENTAL COMMITTEE MANDATES, MEMBERSHIP AND FUNCTION
- INVOLVED IN OPERATIONAL AND ACCREDITATION REVIEWS

SUPERVISOR, DEPARTMENT OF CHILD AND YOUTH CARE

 PROVIDED SUPPORT AND GUIDANCE TO STAFF MEMBERS REGARDING CASE PRACTICE, FAMILY AND COMMUNITY CONTACT, TEAM FUNCTIONING, DOCUMENTATION, COMMUNICATION AND ORGANIZATION

DEVELOPED AND MAINTAINED DEPARTMENT POLICY AND PROCEDURE MANUAL

 Coordinated communication between department staff. program coordinators and department director

Child Care Worker

Dr. Gordon Townsend School

Preschool Multihandicapped, Language and Behavior, and **Resource Classroom programs**

PROGRAM PLANNING AND IMPLEMENTATION WITH CHILDREN WITH DEVELOPMENTAL DELAYS, BEHAVIORAL DISTURBANCE AND/OR PHYSICAL HANDICAPS AND THEIR FAMILIES AND CAREGIVERS

EDUCATION

UNIVERSITY OF CALGARY

CALGARY, ALBERTA

M.Sc. Educational Psychology - Clinical PSYCHOLOGY/REHABILITATION

MICHIGAN STATE UNIVERSITY

EAST LANSING, MICHIGAN

B.A. PSYCHOLOGY - EARLY CHILDHOOD DEVELOPMENT

PROFESSIONAL DEVELOPMENT

National Council of Rehabilitation Educators Conference (Tucson, Arizona) February 2002

Canadian Association of Rehabilitation Professionals National Conference (Halifax) – May 2001

Rehabilitation Odyssey 2001: A Journey into Ethics, Assessment and Alternative Interventions CARP Alberta June 2001

Psychological Aspects of the Return to Work Process (CARP – AB Workshop) November 2000

Computer Technology and Vocational Rehabilitation (CARP – AB Workshop) November 2000

Council for Exceptional Children International Conference (Vancouver) – April 2000

Canadian Association of Rehabilitation Professionals National Conference (Banff) – May 2000

1976

1992

Pan Canadian Graduate Student Summer Institute Conference - June 2001

Community Rehabilitation and Disability Studies Graduate Presentations Pan Canadian Summer Institute Conference - June 2000

Pan Canadian Summer Institute July 1999
Council for Exceptional Children – Division of Early Childhood Conference December 1998
Canadian Evaluation Society Conference (Presenter) June 1998
Canadian Center on Disability Studies – first national Symposium on Disability Studies May 1998
Beyond the Safety Net Workshop November 1997
Canadian Association of Rehabilitation Professionals National Conference June 1997
Canadian Evaluation Society Conference May 1007

Canadian Evaluation Society Conference May 1997